s.19(1)

List of material that installed for the Minister:

Deployed equipment from existing inventory:

5 OMNI devicesxi: $1400 USD/device: $7,000
2 STE with card $3,000 USD/device: $6,000

Equipment purchased:

5 Brother fax machines 4100 $399 CAD/device = $1,995
5 90Si fax adapter $1,981 USD/device: $9,905

Locations:

- residence for secure voice
- Constituency office Vancouver secure fax
- residence secure fax
- residence secure fax
- residence secure fax
- Minister's office Ottawa Secure fax and secure voice

Department of Justice Canada

PAYMENT VOUCHER / BORDEREAU DE PAIEMENT

Documents scanned/Documents numérisés
Final Payment/Paiement Final
Original dolcument kept in legal file / Document orignal conservé dans le dossier légal

Region - Région:	Organization - Organisation:	Vendor Code - Code du fournisseur:
NCR	CSB - NAD	143230

Payee Name - Nom du bénéficiaire: DIRESCO

Address - Adresse:

Date goods received or services rendered - Date de réception des produits ou services:

Date Invoice Received - Data de réception de la facture: 30-Oct-15

CHEQUE STUB INFORMATION - INFORMATION SUR LE TALON DU CHÉQUE

Invoice number No de la facture	Particulars Détails	Amount Montant
SI-19026	As per job #: 15-515GR	12,320.39

ACCOUNTING INFORMATION (FOR ADDITIONAL LINES SEE PAGE 2) - RENSEIGNEMENTS DE LA COMPTABILITÉ (POUR DES LIGNES SUPPLÉMENTAIRES - VOIR PAGE 2)

GL Account Compte général	Net Amount Montant net	HST/GST TVH/TPS	QST/TVQ	Cost Centre Centre de coût	Fund Fonds	Funct area Dom Fonct	Order Ordre	Assignment Affectation	Description	Commitment PO Engagement/Bon de commande	Line Item L. d'item
4691	10,903.00	1,417.39		19092	15	4150	501657		Paint Minister's office EMB 4th fl.	4500126262	10
Sub-Total	10,903.00	1,417.39	0.00								
Sub-Total Tax Amount		1,417.39									
Total	12,320.39										

The following boxes msut be check by the verifier - Les cases suivantes doivent être cochée par le vérificateur

- Services Rendered/Goods Supplies / Services rendus/marchandises livrées
- Contract Terms Met / Recontre les Termes du cotnrat
- Supporting documentation / Documentation à l'appui

Account Verified - Name / Compte Vérifié - Nom	Signature	Date

CERTIFIED PURSUANT TO SECTION 34 OF THE *FINANCIAL ADMINISTRATION ACT* - CERTIFIÉ EN VERTU DE L'ARTICLE 34 DE LA *LOI SUR LES FINANCES PUBLIQUES*

Name - Nom	Signature	Date
Elio Marcantonio	E. Marcantonio	NOV 02 2015

Prepared by Name / Préparé par nom	Document No. / No de document	G/R
Brenda Fraser		5002418641

DIRESCO

RENOVATION . REMEDIATION . RESTORATION

RECEIVED
OCT 30 2015

Diresco Inc
1671 Vimont Court Suite 201
Orleans, ON K4A 3M3
(613) 841-2481
(613) 841-2085 Fax

s.19(1)

Date:	10/30/15

Invoice #:	SI-19026

INVOICE

Care of:

National Accommodation Justice Canada
275 Sparks Street 9th Floor
Ottawa, ON

Bill To:

284 Wellington Avenue
Ottawa, ON

Estimator	Job #	File/Claim #	Terms
	15-515GR	WO # 4500126262	Due Upon Receipt

Description	Total
Invoice For Paint Work As Per Our Report Painter Minister Office EMB 4Th Floor	$10,903.00

Recommended for Approval

Gr # 5002418641

Subtotal	$10,903.00
HST	$1,417.39
Total:	**$12,320.39**

HST #872689765
Terms: Net 30 days, Thank You
2% interest / month on overdue accounts
we accept VISA and Mastercard payments
25$ charge for all NSF cheques.

Amount Due: $12,320.39

1619013102

Department of Justice Canada
Ministère de la Justice Canada

CCM #: 2015-012861

APPROVAL SLIP

HOSPITALITY CLAIM

RECEIVED NOV 20 2015 Assistant Deputy Minister / Sous-ministre adjoint, Management Sector / Secteur de la gestion

For approval by:	Marie-Josée Thivierge, ADM-CFO
Event:	Rencontre avec la nouvelle ministre
Sector:	Deputy Minister's Office
Host:	William Pentney, Deputy Minister
Hospitality Amount:	86.12 $
Event Amount:	86.12 $
Vendor(s) / Claimant(s):	Corner Kitchen
Date(s) of the Event:	November 4, 2015

RECOMMENDATION FOR: Marie-Josée Thivierge, ADM-CFO

Your approval under Section 34 of the *Financial Administration Act* is required for this invoice.

William Pentney, Deputy Minister, attended

CONSIDERATIONS:

1. The actual per capita cost for the lunch is below the TBS standard cost per person.
2. The meeting was cancelled last minute as the Minister was unable to attend. Due to the last minute cancellation the food order could not be cancelled. The meeting was postponed to the following day.
3. The Hounourable Peter MacKay approved the expenditure initiation and Section 32 of the *FAA* on the THCEE.

RECOMMENDED BY:	SIGNATURE	DATE
Carla Garcia *Chief, Accounting Operations and Client Services*	[signature]	Nov. 18, 2015
Karoline Poiré *Manager, Accounting Operations and Client Services*	[signature]	Nov 18. 2015
Éric Trépanier *Director General, Deputy Chief Financial Officer*	[signature]	20/11/15

Department of Justice Canada | Ministère de la Justice Canada

HOSPITALITY CLAIM / DEMANDE DE REMBOURSEMENT DE DÉPENSES D'ACCUEIL

Function - L'évènement	Date of Function / Date de l'évènement (Y-A M D-J)	Place(s) of Function - Lieu(x) de l'évènement
Rencontre avec la nouvelle ministre	2015 11 04	284 Wellington Ottawa EMB-4140

Date	Type	Participants: Gov't of Canada / Gouv. du Canada	Participants: Others / Autres	Actual Cost - Coût réel: Total Attendees / Total des prticipants	Actual Cost - Coût réel: Per Capita Cost / Coût individuel	A Total Cost / Coût total
4/11/2015	Café, fromage,légumes, desserts	7		7	$12.30	$86.12
	eau					
				Totals / Totaux	$12.30	$86.12

Date	Type (Other than food & beverage) / Type (Autres que nourriture et boissons)	Number of Items / Nombre d'articles	Cost per Item / Coût par article	B Total Cost / Coût total	A+B Total Hospitality Cost / Coût total de l'accueil
					$86.12

Remarks - Remarques

C'était pour souhaiter la bienvenue de la nouvelle ministre mais elle n'a pas été capable de se libérer pour venir à son bureau le 4 novembre. Alors les 7 personnes (de la liste) du bureau du sous-ministre, ont mangé la nourriture pour ne pas la perde.

Payee Name - Nom du bénéficiaire						Vendor Code - Code fournisseur	
Corner Kitchen						102824	
Commitment No. / N° d'engagement	Cost Center / Centre de coût	Fund - Fonds	Functional Area / Domaine fonctionnel	Order - Ordre	GL - Compte général (2015 / 2401)	Amount including Tax / Montant incluant taxe	GST / HST / TPS / TVH
300250588-1	12000	15	4010		2401	86.12	9.91

Payee Name - Nom du bénéficiaire						Vendor Code - Code fournisseur	
Commitment No. / N° d'engagement	Cost Center / Centre de coût	Fund - Fonds	Functional Area / Domaine fonctionnel	Order - Ordre	GL - Compte général (2015 / 2401)	Amount including Tax / Montant incluant taxe	GST / HST / TPS / TVH

Prepared by (*Type or print*) - Préparé par (*Dactylographier ou en caractères d'imprimerie*)	Tel. No. - N° de tél.	Date
Sylvie Crispin	(613) 482-9811	6 novembre 2015

Certified pursuant to Section 34 of the *Financial Administration Act*. Certifié en vertu de l'article 34 de la *Loi sur la gestion des finances publiques*.

Title - Titre

Marie-Josée Thivierge - Sous-ministre adjointe - DPF

Signature: [signature] Date: 23-11-2015

JUS 145-2 (2011/11)

Department of Justice Canada / Ministère de la Justice Canada

Fiscal Year / Année financière: 2015-2016

HOSPITALITY CLAIM PAYMENT VOUCHER / BORDEREAU DE PAIEMENT POUR UNE DEMANDE DE REMBOURSEMENT POUR DÉPENSES D'ACCUEIL

For approval by / Pour approbation par	Marie-Josée Thivierge, ADM-CFO	Vendor(s) name / Nom du (des) fournisseur(s)	Corner Kitchen
Event / Événement	Rencontre avec la nouvelle ministre		
Sector / Secteur	Deputy Minister's Office		
Host / Hôte	William Pentney, Deputy Minister	Total hospitality cost / Coût total de l'accueil	$ 86.12
Event location(s) / Lieu(x) de l'événement	Justice Canada	Other costs / Autres coûts	$ -
Date(s) of the event / Date(s) de l'événement	04-Nov-15	Total cost of the event / Coût total de l'événement	$ 86.12

	MEALS / REPAS	NUMBER OF PARTICIPANTS / NOMBRE DE PARTICIPANTS				TBS LIMITS / LIMITES DU SCT		COST / COÛT PER CAPITA	TOTAL COST / COÛT TOTAL (incl. taxes & gratuities / incluant taxes et pourboire)	
		Approved / Autorisé		Actual / Réel						
Date	Item Detail / Élément détaillé Please detail the refreshment (ex: coffee, tea, muffins, etc.) / Veuillez détailler les rafraîchissement (ex: café, thé, biscuits, etc.)	Public servant(s) / Fonctionnaire(s)	Non-public servant(s) / Non fonctionnaire(s)	Public servant(s) / Fonctionnaire(s)	Non public servant(s) / Non fonctionnaire(s)	Average / Moyenne	Maximum	Actual / Réel	Approved / Autorisé	Actual / Réel
04/11/2015	Lunch			7		33.60	50.40	12.30		86.12
							-	-		
							-	-		
							-	-		
							-	-		
							-	-		
							-	-		
							-	-		
							-	-		
							-	-		
							-	-		

Due to the formatting of some of the cells, the amounts are rounded to the second decimal.
Compte tenu du formatage, les montants sont arrondis à la deuxième décimale.

	Approved	Actual
Total hospitality cost / Coût total de l'accueil		86.12
Other costs / Autres coûts	-	-
Total cost of the event / Coût total de l'événement	-	86.12

Comments / Commentaires

1. The actual per capita cost for the lunch is below the TBS standard cost per person.
2. The meeting did not take place as the Minister could not attend. As she cancelled at the last minute, the participants ate the food that has already been ordered. The meeting was postponed until the following day.
3. The Hounourable Peter MacKay approved the expenditure initiation and Section 32 of the *FAA* in the THCEE.

Prepared by / Préparé par
Mélissa Glazer — Name (type or print) / Nom (lettres moulées ou caractères d'imprimerie) — Signature — 13/11/15 Date (D-J / M / Y-A)

Account verified by Finance / Compte vérifié par Finances
Mélissa Glazer — Name (type or print) / Nom (lettres moulées ou caractères d'imprimerie) — Signature — 13/11/15 Date (D-J / M / Y-A)

Please send payment to address on this invoice only

CK

Q 12306

Place de Ville, 320 Queen Street (Mall Level)
Ottawa, Ontario K1R 5A3 **Tel/Fax: (613) 594-8455**
www.wecateroffices.com

COMPANY NAME: Justice	DEL. DAY Wed.	DATE Nov 4-15
ADDRESS: PV 275 Spark	DELIVERY TIME 3:30	
CONTACT PERSON & PHONE NO: Kathy 613 952 5290	GIVE INV. TO:	# OF PEOPLE

	TOTAL	
1 POTC	9	95
Sm cheese + veg Tray.	33	88
Sm dessert tray.	26	95
3 Perrier (500 mL)	5	43
Net 30 Days. Interest of 2% per month will apply to overdue accounts. SUB TOTAL	76	21
☐ Terms of payment ____ H.S.T.	9	91
Received ____ HST/GST #87179 2842 RT0001 TOTAL	86	12

Customer assumes responsibility for equipment.

Glazer, Mélissa

De: Crispin, Sylvie
Envoyé: November 10, 2015 1:05 PM
À: Glazer, Mélissa
Cc: Vaillancourt, Danielle
Objet: FW: Rencontre avec la ministre

Bonjour Mélissa,

C'était un lunch.

merci

Sylvie
613-482-9811

From: Sheridan, Kathleen (DMO)
Sent: November 10, 2015 12:07 PM
To: Crispin, Sylvie
Cc: Vaillancourt, Danielle
Subject: RE: Rencontre avec la ministre

C'était pour un lunch.

K

From: Crispin, Sylvie
Sent: 2015-Nov-10 9:44 AM
To: Sheridan, Kathleen (DMO)
Cc: Vaillancourt, Danielle
Subject: FW: Rencontre avec la ministre

Bonjour Kathleen,

Pour la rencontre avec la ministre du 4 novembre. C'était pour un lunch ou une pause?

Voir au bas le courriel de finance.

merci

Sylvie
613-482-9811

From: Glazer, Mélissa
Sent: November 10, 2015 9:40 AM
To: Crispin, Sylvie
Subject: Rencontre avec la ministre

Vaillancourt, Danielle

From: Sheridan, Kathleen (DMO)
Sent: 2015-Nov-05 3:29 PM
To: Vaillancourt, Danielle
Subject: Meeting Attendees

Bonjour Danielle,

Please see below:

Corner Kitchen November 4

William F. Pentney
Stéphanie Poliquin
Sarah Geh
Scott Nesbitt
Suzanne Désormeaux
Pierre Legault
Alexia Taschereau

Corner Kitchen November 5

The Minister
William F. Pentney
Stéphanie Poliquin
Pierre Legault
Eric Lafleur

Let me know if you need anything else.

K

Kathleen Sheridan
Briefings and Correspondence Co-ordinator and Executive Assistant to the Chief of Staff | Coordonnatrice des notes d'information et de la correspondence et Adjointe exécutive du Chef de cabinet
Office of the Deputy Minister of Justice and Deputy Attorney General | Cabinet du sous-ministre de la Justice et sous-procureur général
Department of Justice Canada | Ministère de la Justice Canada
284 Wellington Street, Room 4107 | 284, rue Wellington, pièce 4107
Ottawa, Ontario K1A 0H8

tel/tél : 613-952-5290

kathleen.sheridan@justice.gc.ca

Section	Field	Sub-field	MIN 1	MIN 2
	TAB #		MIN 1	MIN 2
Section 1: Activity Information (Mandatory) / Information sur les activités (obligatoire)	What? / Quoi?	Name or brief description / Nom ou description brève	Hospitality through the FY 2015-2016 for various events/ meetings hosted by the DM.	Management Information Session (4 events /year)
	Why? (explain why it is required) / Pourquoi? (expliquer la nécessité)	Purpose (objective) of Activity / But (objectif) de l'activité	Hospitality events include, Café Entre Nous, holiday pancake breakfast and DM hosting meetings and other events.	Management Information Sessions provide a forum for the Deputy Minister and his Associates to engage and to share strategic information with members of the Dept EX and LC communities. This also gives departmental leaders the opportunity to make informative presentations to their colleagues. There are up to four (4) of these per fiscal year.
	Rationale for # of Participants / Rationale pour # de participants		Unknown number of participants at the present time for each event.	All NCR and regional departmental ECs and EXs participate for a total of 292 (regions via webcast)
	Date	From / De	April 2015	4 events in total - 1 activity per quarter (specific dates TBD)
		To / À	March 2016	180
	Location / Emplacement	Venue, City / Lieu, ville	Ottawa, ON	Ottawa, ON
	# of Participants / Nombre de participants	Public Servant / Fonctionnaire		
		Non-Public Servant / Non-fonctionnaire		
	Why not virtual presence? / Pourquoi ne pas utiliser la méthode virtuelle ?		Virtual presence is not an option.	
	Travel Category / Catégorie de voyage		Internal governance / Gouvernance interne	
	Travel Type / Type de voyage		National Travel / Voyage national	
	Estimated Expenditures / Estimation des dépenses	Total		
Blanket Travel Authority and Annual Authority to Extend Hospitality / Autorisation générale de voyager et Autorisation pour des activités d'accueil annuelles (BTA and AAEH / AGV et AAAA)		Yes / Oui No / Non	Yes / Oui	No / Non
		Estimated # of activities / # estimatif d'activités	Unknown	
		Maximum Cost for all Activities / Montant maximal pour toutes les activités	5,000	
Section 3: Hospitality	Forecasted Expenditures / Dépenses prévues	Cost per Individual / Coût par individu		
		Total Cost / Coût total	5,000	
Section 4: Conferences	# of Participants / Nombre de participants	Public Servant / Fonctionnaire		
		Non-Public Servant / Non-fonctionnaire		
	Forecasted Expenditures / Dépenses prévues	Total Cost / Coût total		
Section 5: Events - Other	Type of Expenditure / Catégorie de dépenses			Room rental, Audio-visual costs and Interpreta-tion Services
	Forecasted Expenditures / Dépenses prévues	Total Cost / Coût total		48,000
Section 6: Summary / Sommaire	Total Forecasted Expenditures / Dépenses prévues total		5,000.00	48,000.00
	Approved / Not Approved / Approuvé ou refusé (Initials)			
	Contact / Ressource	Name / Nom	Suzanne Désormeau	Karen Brou
		Phone # / # de téléphone	613-957-4508	613-299-7472
	Sector / Secteur		DMO	MSG
	Core or Non-Core / Essentielles ou non-essentielles		Non-Core	Non Core
	Why submitted to MIN?		Hospitality > 5K$	Event > 25K$

TAB #	Section 1: Activity Information (Mandatory) / Information sur les activités (obligatoire) — What? / Quoi ?	Why? (explain why it is required) / Pourquoi ? (expliquer la nécessité)	Rationale for # of Participants / Rationale pour # de participants	Date — From/De	Date — To/À	Location / Emplacement	# of Participants / Nombre de participants — Public Servants / Fonctionnaires	# of Participants — Non-Public Servants / Non-fonctionnaires	Why not virtual presence? / Pourquoi ne pas utiliser la méthode virtuelle ?	Travel Category / Catégorie de voyage	Travel Type / Type de voyage	Estimated Expenditures / Estimation des dépenses — Total	(BTA and AAEH / AGV et AAAA) — Yes/Oui No/Non	Estimated # of attendees	Maximum cost	Section 3 — Forecasted Expenditures / Dépenses prévues — Cost per individual / Coût par individu	Total Cost / Coût total	Section 4 — # of Participants / Nombre de participants — Public Servants / Fonctionnaires	Non-Public Servants / Non-fonctionnaires	Forecasted Expenditures / Dépenses prévues — Total Cost / Coût total	Section 5: Events - Other — Type of Expenditure / Catégorie de dépenses	Forecasted Expenditures / Dépenses prévues — Total Cost / Coût total	Section 6: Summary / Sommaire — Total Forecasted Expenditures / Dépenses prévues total	Approved or Declined	Contact / Ressource — Name / Nom	Phone # / # de téléphone	Sector / Secteur	Core or Non-Core / Essentielles ou non-essentielles	Why submitted to DM?
MIN-3	Various travel, conference and training for the Ombudsman & the staff of the Office.	The Office is an arm's-length program activity of the DoJ with blanket authority for travel, training, conference; The Office has, and will continue to seek the approval of the Minister's Office for significant hospitality, will continue to report on its overall expenditures; due to the nature of victim related activities, including events that rely on and receive last minute funding from various levels of Government.	0	April 2015	March 2016	Various			Virtual presence is not an option.	Core mandate / Mandat de base	National Travel / Voyage national	94,000	Yes / Oui	75	94,000					5,000			99,000.00	Approved	Danielle Vallancourt	[illegible]-1200	Ombudsman	Core	Ombudsman / Conf >5K
MIN-4	Event - Victims Week 10th Anniversary Vancouver Symposium	Victims Week 10th Anniversary	This event is open to the public. Estimates are based on last year's attendance.	2015-Apr-21	2015-Apr-23	Coast Coal Harbour Hotel, Vancouver, BC	2	20	Virtual presence is not an option.	Core mandate / Mandat de base	National Travel / Voyage national	33,926	No / Non			32.75 for lunch and 2 breaks at 7.885/person	32,115				Venue rental, Audio visual, Keynote Speaker Fee	17,500	63,541.00	Approved	Laura Phillips	613 957-9589	Policy	Core	Hospitality >$5K

Section	Field		Event 1	Event 2
	TAB #		MAN-5	[illegible]
Section 1: Activity Information (Mandatory) / Information sur les activités (obligatoire)	What? / Quoi ?	Name or brief description / Nom ou description brève	Event - Victims Week 10th Anniversary Halifax Symposium	Event - Victims Week Annual Ottawa Symposium
	Why? (explain why it is required) / Pourquoi ? (expliquer la nécessité)	Purpose (objective) of Activity / But (objectif) de l'activité	Victims Week 10th Anniversary	Annual Event
	Rationale for # of Participants / Rationale pour # de participants		This event is open to the public. Estimates are based on last year's attendance.	This event is open to the public. Estimates are based on last year's attendance.
	Date	From / De	2015-Apr-23	2015 Apr 20
		To / À	2015-Apr-25	2015-Apr-20
	Location / Emplacement	Venue, City / Lieu, ville	Saint Mary's University, Halifax, NS	Gatineau, QC
	# of Participants / Nombre de participants	Public Servant / Fonctionnaire	2	
		Non-Public Servant / Non-fonctionnaire	20	10
	Why not virtual presence? / Pourquoi ne pas utiliser la méthode virtuelle ?		Virtual presence is not an option.	Virtual presence is not an option.
	Travel Category / Catégorie de voyage		Core mandate / Mandat de base	Core mandate / Mandat de base
	Travel Type / Type de voyage		National Travel / Voyage national	National Travel / Voyage national
	Estimated Expenditures / Estimation des dépenses	Total	33,926	34,022
	Blanket Travel Authority and Annual Authority to Extend Hospitality / Autorisation générale de voyager et Autorisation pour des activités d'accueil annuelles (BTA and AAEH / AGV et AAAA)	Yes / Oui No / Non	No / Non	No / Non
		Estimated # of activities / # estimatif d'activités		
		Maximum Cost for all Activities / Montant maximal pour toutes les activités		
Section 3: Hospitality	Forecasted Expenditures / Dépenses prévues	Cost per Individual / Coût par individu	32.75 for lunch and 2 breaks at 7.885/person	12.75 and 2 breaks at 7.825/person
		Total Cost / Coût total	12,115	12,115
Section 4: Conferences	# of Participants / Nombre de participants	Public Servant / Fonctionnaire		
		Non-Public Servant / Non-fonctionnaire		
	Forecasted Expenditures / Dépenses prévues	Total Cost / Coût total		
Section 5: Events - Other	Type of Expenditure / Catégorie de dépenses		Venue rental, Audio visual, Keynote Speaker Fee	Venue rental, Audio visual, Keynote Speaker Fee, Symposium Materials, Translation, Communications Products, Graphic Design
	Forecasted Expenditures / Dépenses prévues	Total Cost / Coût total	17,500	51,500
Section 6: Summary / Sommaire	Total Forecasted Expenditures / Dépenses prévues total		63,541.00	98,547.00
	Approved or ? (initials)			
	Contact / Ressource	Name / Nom	Laura Phillips	Laura Phillips
		Phone # / # de téléphone	613-324-3839	613-957-9559
	Sector / Secteur		Policy	Policy
	Core or Non-Core / Essentielles ou non-essentielles		Core	Core
	Why submitted to MIN?		Hospitality > 5K$	Hospitality > 5K$

TAB #	Section 1: Activity Information (Mandatory) / Information sur les activités (obligatoire)											[redacted]				Section 3: [illegible]		Section 4: Contentious / [illegible]			Section 5: Events - Other		Section 6: Summary / Sommaire						
	What? / Quoi ?	Why? (explain why it is required) / Pourquoi ? (expliquer la nécessité)	Rationale for # of Participants / Rationale pour # de participants	Date		Location / Emplacement	# of Participants / Nombre de participants		Why not virtual presence? / Pourquoi ne pas utiliser la méthode virtuelle ?	Travel Category / Catégorie de voyage	Travel Type / Type de voyage	Estimated Expenditures / Estimation des dépenses	Blanket Travel Authority and Annual Authority to Extend Hospitality / Autorisation générale de voyager et Autorisation pour des activités d'accueil annuelles (BTA and AAEH / AGV et AAAA)			Forecasted Expenditures / Dépenses prévues		# of Participants / Nombre de participants		Forecasted Expenditures / Dépenses prévues	Type of Expenditure / Catégorie de dépenses	Forecasted Expenditures / Dépenses prévues	Total Forecasted Expenditures / Dépenses prévues total	[illegible]	Contact / Ressource		Sector / Secteur	Core or Non-Core / Essentielles ou non-essentielles	Why submitted to MIN?
	[illegible]	[illegible]		From / De	To / À	Venue, City / Lieu, ville	Public Servants / Fonctionnaires	Non-Public Servants / [illegible]				Total	Yes / Oui / No / Non	[illegible]	[illegible]	Cost per person / Coût par [illegible]	Total Cost / Coût total	Public Servants / Fonctionnaires	Non-Public Servants / [illegible]	Total Cost / Coût total		Total Cost / Coût total			Name / Nom	Phone # / # de téléphone			
[illegible]	FPT -Deputy Minister's meeting	FPT -Deputy Minister's meeting		2015-Jun-10	2015-Jun-12	Winnipeg, MB	7		Virtual presence is not an option	Core mandate / Mandat de base	National Travel / Voyage national	8,400	No / Non			177.45 (59.15 per day) - lunch and 3 refreshments	14,196						22,596.00		R. M. Guerra	613-946-6655	Policy	Core	Hospitality > $5K

GRAN TOTAL $ 400,225.00

Section 8: Approvals / Approbations

Expenditure Initiation Authority and Certified pursuant to Section 32 of the *Financial Administration Act* /
Pouvoir d'engagement des dépenses et Certifié en vertu de l'Article 32 de la *Loi sur la gestion des finances publiques*

Name	Initials	Date
Eric Trépanier / Director General and Deputy Chief Financial Officer	[illegible]	[illegible]
Marie-Josée Thivierge / ADM Management Sector and CFO		MAR 0 9 2015
Pierre Legault / Associate Deputy Minister		MAR 0 9 2015
William F. Pentney / Deputy Minister		MAR 3 1 2015
Honourable Peter MacKay / Minister		

16190134490

Department of Justice Canada
Ministère de la Justice Canada

CCM #: 2015-012897

APPROVAL SLIP

HOSPITALITY CLAIM

For approval by:	Marie-Josée Thivierge, ADM-CFO
Event:	Rencontre avec la nouvelle ministre
Sector:	Deputy Minister's Office
Host:	William Pentney, Deputy Minister
Hospitality Amount:	59.95 $
Event Amount:	59.95 $
Vendor(s) / Claimant(s):	Harry's Deli and Corner Kitchen
	Reimbursement to Suzanne Desormeaux
Date(s) of the Event:	November 5, 2015

NOV 27 2015
Assistant Deputy Minister / Sous-ministre adjoint Management Sector / Secteur de la gestion

RECOMMENDATION FOR: Marie-Josée Thivierge, ADM-CFO

Your approval under Section 34 of the *Financial Administration Act* is required for this invoice.

William Pentney, Deputy Minister, attended

CONSIDERATIONS:

1. The actual per capita cost for the lunch is below the TBS standard cost per person.
2. The Honourable Peter MacKay approved the expenditure initiation and Section 32 of the *FAA* in the THCEE.

RECOMMENDED BY:	SIGNATURE	DATE
Carla Garcia *Chief, Accounting Operations and Client Services*	[signature]	Nov. 25 '15
Karoline Poiré *Manager, Accounting Operations and Client Services*	[signature]	Nov 26. 2015
Éric Trépanier *Director General, Deputy Chief Financial Officer*	[signature]	NOV 26 2015

Department of Justice Canada / Ministère de la Justice Canada

Fiscal Year / Année financière: 2015-2016

HOSPITALITY CLAIM PAYMENT VOUCHER / BORDEREAU DE PAIEMENT POUR UNE DEMANDE DE REMBOURSEMENT POUR DÉPENSES D'ACCUEIL

For approval by / Pour approbation par	Marie-Josée Thivierge, ADM-CFO
Event / Événement	Rencontre avec la nouvelle ministre
Sector / Secteur	Deputy Minister's Office
Host / Hôte	William Pentney, Deputy Minister
Event location(s) / Lieu(x) de l'événement	Justice Canada
Date(s) of the event / Date(s) de l'événement	November 5, 2015

Vendor(s) name / Nom du (des) fournisseur(s)	Harry's Deli and Corner Kitchen Reimbursement to Suzanne Desormeaux
Total hospitality cost / Coût total de l'accueil	$ 59.95
Other costs / Autres coûts	$ -
Total cost of the event / Coût total de l'événement	$ 59.95

	Meals / Repas	Number of participants / Nombre de participants				TBS limits / Limites du SCT		Cost / Coût per capita	Total cost / Coût total (incl. taxes & gratuities / incl. taxes et pourboires)	
		Approved / Autorisé		Actual / Réel						
Date	Item Detail / Élément détaillé Please detail the refreshment (ex: coffee, tea, muffins, etc.) / Veuillez détailler les rafraîchissement (ex: café, thé, biscuits, etc.)	Public servant(s) / Fonctionnaire(s)	Non-public servant(s) / Non fonctionnaire(s)	Public servant(s) / Fonctionnaire(s)	Non-public servant(s) / Non fonctionnaire(s)	Average Moyenne	Maximum	Actual Réel	Approved Autorisé	Actual Réel
05/11/2015	Lunch: Sandwiches, crudités and fruits			5		33.60	50.40	11.99		59.95
							-	-		
							-	-		
							-	-		
							-	-		
							-	-		
							-	-		
							-	-		
							-	-		
							-	-		
							-	-		

Due to the formatting of some of the cells, the amounts are rounded to the second decimal.
Compte tenu du formatage, les montants sont arrondis à la deuxième décimale.

	Approved	Actual
Total hospitality cost / Coût total de l'accueil		59.95
Other costs / Autres coûts	-	-
Total cost of the event / Coût total de l'événement	-	59.95

Comments / Commentaires

1. The actual per capita cost for the lunch is below the TBS standard cost per person.
2. The Honourable Peter MacKay approved the expenditure initiation and Section 32 of the *FAA* in the THCEE.

Prepared by / Préparé par Mélissa Glazer Name (type or print) / Nom (lettres moulées ou caractères d'imprimerie)	[signature] Signature	24/11/15 Date (D-J / M / Y-A)
Account verified by Finance / Compte vérifié par Finances Mélissa Glazer Name (type or print) / Nom (lettres moulées ou caractères d'imprimerie)	[signature] Signature	24/11/15 Date (D-J / M / Y-A)

Department of Justice Canada | Ministère de la Justice Canada

HOSPITALITY CLAIM | DEMANDE DE REMBOURSEMENT DE DÉPENSES D'ACCUEIL

Function - L'évènement	Date of Function - Date de l'évènement (Y-A M D-J)	Place(s) of Function - Lieu(x) de l'évènement
Rencontre avec la nouvelle ministre	2015 11 05	284 Wellington Bureau de la ministre

Date	Type	Participants: Gov't of Canada / Gouv. du Canada	Participants: Others / Autres	Actual Cost - Coût réel: Total Attendees / Total des prticipants	Actual Cost - Coût réel: Per Capita Cost / Coût individuel	A Total Cost / Coût total
5/11/2015	Lunch	5		5	$11.99	$59.95
	sandwich, crudité et fruit					
				Totals / Totaux	$11.99	$59.95

Date	Type (Other than food & beverage) / Type (Autres que nourriture et boissons)	Number of Items / Nombre d'articles	Cost per Item / Coût par article	B Total Cost / Coût total	A+B Total Hospitality Cost / Coût total de l'accueil
					$59.95

Remarks - Remarques

Rencontre pour souhaiter la bienvenue à la nouvelle ministre

Payee Name - Nom du bénéficiaire						Vendor Code - Code fournisseur	
Suzanne Désormeaux						94765030	
Commitment No. / N° d'engagement	**Cost Center / Centre de coût**	**Fund - Fonds**	**Functional Area / Domaine fonctionnel**	**Order - Ordre**	**GL - Compte général (2015 / 2401)**	**Amount including Tax / Montant incluant taxe**	**GST / HST / TPS / TVH**
300250588-1	12000	15	4010		2401	59.95	6.90

Payee Name - Nom du bénéficiaire						Vendor Code - Code fournisseur	
Commitment No. / N° d'engagement	**Cost Center / Centre de coût**	**Fund - Fonds**	**Functional Area / Domaine fonctionnel**	**Order - Ordre**	**GL - Compte général (2015 / 2401)**	**Amount including Tax / Montant incluant taxe**	**GST / HST / TPS / TVH**

Prepared by (*Type or print*) - Préparé par (*Dactylographier ou en caractères d'imprimerie*)	Tel. No. - N° de tél.	Date
Sylvie Crispin	(613) 482-9811	6 novembre 2015

Certified pursuant to Section 34 of the *Financial Administration Act*. Certifié en vertu de l'article 34 de la *Loi sur la gestion des finances publiques*.

Title - Titre

Marie-Josée Thivierge - Sous-ministre adjointe et DPF

Signature: [signature] Date: 27-11-2015

JUS 145-2 (2011/11)

Please send payment to address on this invoice only

HARRY'S

H3419

Place de Ville, 320 Queen Street (Mall Level)
Ottawa, Ontario K1R 5A3 Tel: (613) 233-7340
www.wecateroffices.com

COMPANY NAME:	DEL. DAY	DATE
ADDRESS:	DELIVERY TIME	
CONTACT PERSON & PHONE NO.:	GIVE INV. TO:	# OF PEOPLE

	TOTAL	
2 Vegetable Trays	6	96
2 fruit containers	5	98
SUB TOTAL	12	95
H.S.T.	1.68	
TOTAL	14	63

Net 30 Days. Interest of 2% per month will apply to overdue accounts. We accept all major credit cards.

☐ Terms of payment ____________

Received ____________

H.S.T. #87179 2446 RT0001

Customer assumes responsibility for equipment.

****
YOUR RECEIPT
Thank You
Call Again
****

DEPT01	6.95
DEPT01	6.95
DEPT01	6.95
DEPT01	6.15
DEPT01	6.15
DEPT01	6.95
ITEM CT	6
TAX-1	2.01
TAX-2	3.21
TAX	5.22
CASH	45.32

CLERK01

CK

Q 12320

...lle, 320 Queen Street (Mall Level)
...o K1R 5A3 Tel/Fax: (613) 594-8455
...ww.wecateroffices.com

	DEL. DAY	DATE
	DELIVERY TIME	
GIVE INV. TO:	# OF PEOPLE	

	TOTAL	
Ham Cheese To. Avo X 4	27	80
Veg Sand X 2.	12	30
SUB TOTAL	40	1
H.S.T.	5	22
TOTAL	45.	32

Net 30 Days. Interest of 2% per month will apply to overdue accounts.

☐ Terms of payment ____________

Received ____________

HST/GST #87179 2842 RT0001

Customer assumes responsibility for equipment.

TAB #	Section 1: Activity Information (Mandatory) / Information sur les activités (obligatoire)																Section 6: Summary / Sommaire					
	What? / Quoi?	Why? / Pourquoi?	Rationale for # of Participants / Rationale pour # de participants	Date From / De	Date To / À	Location / Emplacement	# of Participants / Nombre de participants	Why not virtual presence? / Pourquoi ne pas utiliser la méthode virtuelle?	Travel Category / Catégorie de voyage	Travel Type / Type de voyage	Estimated Expenditures / Estimation des dépenses – Total	BTA and AAEH/ADV (Y/N)	Hospitality – Forecasted Expenditures / Dépenses prévues	Hospitality – Total Cost / Coût total	Conference – Forecasted Expenditures / Dépenses prévues	Events - Other – Forecasted Expenditures / Dépenses prévues	Total Forecasted Expenditures / Dépenses prévues total	Contact – Name / Nom	Contact – Phone / Téléphone	Sector / Secteur	Core or Non-Core / Essentielles ou non-essentielles	Why submitted to MT?
[illegible]	FPT-Deputy Minister's meeting	FPT-Deputy Minister's meeting		2015-Jun-10	2015-Jun-12	Winnipeg, MB	7	Virtual presence is not an option.	Core mandate / Mandat de base	National Travel / Voyage national	8,100?	No / Non	177.45 (59.15 per day) - lunch and 3 refreshment	14,196?			22,596.00	R. M. Guerra	613-9?-5655	Policy	Core	Hospitality > $5K

GRAN TOTAL $ 400,225.00

Section 8: Approvals / Approbations

Expenditure Initiation Authority and Certified pursuant to Section 32 of the *Financial Administration Act* / Pouvoir d'engagement des dépenses et Certifié en vertu de l'Article 32 de la *Loi sur la gestion des finances publiques*

Name / Title	Initials	Date
Eric Tripanier / Director General and Deputy Chief Financial Officer	[illegible]	[illegible]
Marie-Josée Thivierge / ADM Management Sector and CFO	[illegible]	[illegible]
Pierre Legault / Associate Deputy Minister		MAR 09 2015
William F. Pentney / Deputy Minister		MAR 09 2015
Honourable Peter MacKay / Minister		[illegible] 2015

TAB #	Section 1: Activity Information (Mandatory) / Information sur les activités (obligatoire) — What? / Quoi?	Why? (explain why it is required) / Pourquoi?	Participants / Rationale for # of participants	Date — From / De	Date — To / À	Location / Emplacement — Venue, City	# of Participants / Nombre de participants — Public Servant	Non-Public Servant	Why not virtual presence? / Pourquoi ne pas utiliser la méthode virtuelle?	Travel Category / Catégorie de voyage	Travel Type / Type de voyage	Estimated Expenditures / Estimation des dépenses — Total	Blanket Travel Authority — Yes / Oui No / Non	Estimated # of travelers	Maximum Cost	Section 3: Hospitality — Forecasted Expenditures / Dépenses prévues — Cost per individual	Total Cost / Coût total	Section 4: # of Participants — Public Servant	Non-Public Servant	Forecasted Expenditures / Dépenses prévues — Total Cost / Coût total	Section 5: Events - Other — Type of Expenditure / Catégorie de dépenses	Forecasted Expenditures / Dépenses prévues — Total Cost / Coût total	Section 6: Summary / Sommaire — Total Forecasted Expenditures / Dépenses prévues total	Approval	Contact / Ressource — Name / Nom	Phone / Téléphone	Sector / Secteur	Core or Non-Core / Essentielles ou non-essentielles	Why submitted to MO?
MM-5	Event - Victims Week 10th Anniversary Halifax Symposium	Victims Week 10th Anniversary	This event is open to the public. Estimates are based on last year's attendance.	2015-Apr-23	2015-Apr-25	Saint Mary's University, Halifax, NS	2	20	Virtual presence is not an option.	Core mandate / Mandat de base	National Travel / Voyage national	33,926	No / Non	-	-	32.75 for lunch and 2 breaks at 7.855/person	12,115	-	-	-	Venue rental, Audio visual, Keynote Speaker Fee	17,500	63,541.00	[illegible]	Laura Phillips	613-324-3839	Policy	Core	Hospitality > $5K
MM-6	Event - Victims Week Annual Ottawa Symposium	Annual Event	This event is open to the public. Estimates are based on last year's attendance.	2015-Apr-20	2015-Apr-20	Gatineau, QC		20	Virtual presence is not an option.	Core mandate / Mandat de base	National Travel / Voyage national	34,932	No / Non	-	-	32.75 and 2 breaks at 7.225/person	12,115	-	-	-	Venue rental, Audio visual, Keynote Speaker Fee, Symposium Materials, Translation, Communications Products, Graphic Design	51,900	98,547.00	[illegible]	Laura Phillips	613-957-9585	Policy	Core	Hospitality > $5K

TAB #	Section 1: Activity Information (Mandatory) / Information sur les activites (obligatoire)															Section 4: Hospitality		Section 4: Conference			Section 5: Events - Other		Section 6: Summary / Sommaire						
	What? / Quoi ?	Why? (explain why it is required) / Pourquoi ? (expliquer la nécessité)	Rationale for # of Participants / Rationale pour # de participants	Date From/De	Date To/À	Location / Emplacement	# of Participants / Nombre de participants		Why not virtual presence? / Pourquoi ne pas utiliser la méthode virtuelle ?	Travel Category / Catégorie de voyage	Travel Type / Type de voyage	Estimated Expenditures / Estimation des dépenses Total	Blanket Travel Authority / Autorisation générale de voyage Yes/Oui No/Non	[illegible]	[illegible]	Forecasted Expenditures / Dépenses prévues	[illegible]	# of Participants / Nombre de participants	[illegible]	Forecasted Expenditures / Dépenses prévues Total	Type of Expenditure / Catégorie de dépenses	Forecasted Expenditures / Dépenses prévues Total	Total Forecasted Expenditures / Dépenses prévues total	[illegible]	Contact / Ressource Name/Nom	Phone	Sector / Secteur	Core or Non-Core / Essentielles ou non-essentielles	Why submitted to LUM?
TAB-3	Various travel, conference and training for the Ombudsman & the staff of the Office.	The Office is an arm's-length program activity of the DoJ with blanket authority for travel, training, conference; The Office has, and will continue to seek the approval of the Minister's Office for significant hospitality; will continue to report on its overall expenditures; due to the nature of victim-related activities, including events that rely on and receive last-minute funding from various levels of Government.	0	April 2015	March 2016	Various			Virtual presence is not an option.	Core mandate / Mandat de base	National Travel / Voyage national	94,000	Yes / Oui	75	94,000					5,000			55,000.00		Danielle Vallancourt	941-1209	Ombudsman	Core	Ombudsman / Conf >5K
TAB-4	Event - Victims Week 10th Anniversary Vancouver Symposium	Victims Week 10th Anniversary	This event is open to the public. Estimates are based on last year's attendance.	2015-Apr-22	2015-Apr-23	Coast Coal Harbour Hotel, Vancouver, BC	2	20	Virtual presence is not an option.	Core mandate / Mandat de base	National Travel / Voyage national	13,916	No / Non			32.75 for lunch and 2 breaks at 7.535/person	17,125				Venue rental, Audio visual, Keynote Speaker Fee	37,500	63,541.00		Laura Phillips	613-957-8559	Policy	Core	Hospitality > 5K

TAB #	Section 1: Activity Information (Mandatory) / Information sur les activités (obligatoire)															Section 3: Hospitality		Section 4: Conferences			Section 5: Events - Other		Section 6: Summary / Sommaire						
	What? / Quoi?	Why? / Pourquoi?	Rationale for # of Participants / Raisons pour # de participants	Date From / De	Date To / A	Location / Emplacement	# of Participants / Nombre de participants: Public Servants	Non-Public Servants	Why not virtual presence? / Pourquoi ne pas utiliser la méthode virtuelle?	Travel Category / Catégorie de voyage	Travel Type / Type de voyage	Estimated Expenditures / Estimation des dépenses: Total	Blanket Travel Authority? Yes/No	Estimated # of travellers	Maximum Cost	Cost per head / Coût par tête	Total Cost / Coût total	# of Participants: Public Servants	Non-Public Servants	Total Cost / Coût total	Type of Expenditure / Catégorie de dépenses	Total Cost / Coût total	Total Forecasted Expenditures / Dépenses prévues total	Approval	Contact / Personne-ressource: Name / Nom	Phone # / # de téléphone	Sector / Secteur	Core or Non-Core / Essentielles ou non-essentielles	Why submitted to MIN?
MIN 1	Hospitality through the FY 2015-2016 for various events/ meetings hosted by the DM.	Hospitality events include, Café-Entre Nous, holiday pancake breakfast and DM hosting meetings and other events.	Unknown number of participants at the present time for each event.	April 2015	March 2016	Ottawa, ON	-	-	Virtual presence is not an option	Internal governance / Gouvernance interne	National travel / Voyage national	-	Yes / Oui	Unknown	5,000	-	5,000	-	-	-	-	-	5,000.00	Approved - see section 8	Suzanne Desormeaux	613-957-4993	OLIC	Non-Core	Hospitality > 5K$
MIN 2	Management Information Session (4 events /year)	Management Information Sessions provide a forum for the Deputy Minister and his Associates to engage and to share strategic information with members of the DoJ EX and LC communities. This also gives departmental leaders the opportunity to make informative presentations to their colleagues. There are up to four (4) of these per fiscal year.	All NCR and regional departmental LCs and EXs participate for a total of 292 (regions via webcast)	4 events in total - 1 activity per quarter (specific dates TBD)	TBD	Ottawa, ON	-	-	-	-	-	-	No / Non	-	-	-	-	-	-	-	Room rental, Audio-visual costs and Interpretation Services	48,000	48,000.00	Approved - see section 8	Karen Bron	613-299-7475	AMG	Non-Core	Event > 25K$

Vaillancourt, Danielle

From: Sheridan, Kathleen (DMO)
Sent: 2015-Nov-05 3:29 PM
To: Vaillancourt, Danielle
Subject: Meeting Attendees

Bonjour Danielle,

Please see below:

Corner Kitchen November 4

William F. Pentney
Stéphanie Poliquin
Sarah Geh
Scott Nesbitt
Suzanne Désormeaux
Pierre Legault
Alexia Taschereau

Corner Kitchen November 5

The Minister
William F. Pentney
Stéphanie Poliquin
Pierre Legault
Eric Lafleur

Let me know if you need anything else.

K

Kathleen Sheridan
Briefings and Correspondence Co-ordinator and Executive Assistant to the Chief of Staff | Coordonnatrice des notes d'information et de la correspondence et Adjointe exécutive du Chef de cabinet
Office of the Deputy Minister of Justice and Deputy Attorney General | Cabinet du sous-ministre de la Justice et sous-procureur général
Department of Justice Canada | Ministère de la Justice Canada
284 Wellington Street, Room 4107 | 284, rue Wellington, pièce 4107
Ottawa, Ontario K1A 0H8

tel/tél : 613-952-5290

kathleen.sheridan@justice.gc.ca

s.19(1)

Crispin, Sylvie

From: Désormeaux, Suzanne
Sent: November 6, 2015 9:26 AM
To: Crispin, Sylvie
Cc: Vaillancourt, Danielle
Subject: RE: Formulaire pour dépôt direct

Nous avons acheter des sandwichs, crudités et fruits.

From: Crispin, Sylvie
Sent: 6 novembre 2015 7:39
To: Désormeaux, Suzanne
Cc: Vaillancourt, Danielle
Subject: Formulaire pour dépôt direct

Bonjour Suzanne,

Depuis le 1er avril 2014, les remboursements sont par dépôt direct seulement. Voi formulaire que tu peux remplir s.t.p. pour pouvoir être remboursé. (s.t.p. m'aviser l ta demande. Merci)

J'ai fait la demande a IFMS ce matin pour avoir un numéro de « fournisseur », pou rembourser tes achats au Corner Kitchen et Harry's Deli au montant de $59.96.

Est-ce que tu pourrais me donner les détails des achats s.t.p., car j'ai juste les reç facture détaillée.

L'événement : la rencontre avec la nouvelle ministre?

merci

Ministère de la Justice Canada Department of Justice Canada

Sylvie Crispin
Agente d'administration p.i./ A-Administrative Officer
Groupe du SM, Centre d'affaires / DM Group Business Centre
284, rue Wellington (ÉCE/EMB- 4143A) *NEW*
Ottawa, Ontario K1A 0H8
613-482-9811 *NEW*
sylvie.crispin@justice.gc.ca

HARRY'S DELI
320 QUEEN ST
OTTAWA ON

CARD
CARD TYPE FLASH
ACCOUNT TYPE DEFAULT
DATE 2015/11/05
TIME 0710 11:17:17
RECEIPT NUMBER
H84107681-001-015-159-0

PURCHASE
TOTAL
$14.63

Interac
A0000002771010
5A523B6C406B4B97
8080008000-

APPROVED
AUTH# 126731 00-001

CORNER KITCHENS
320 QUEEN ST
OTTAWA ON

CARD
CARD TYPE FLASH
ACCOUNT TYPE DEFAULT
DATE 2015/11/05
TIME 0214 11:11:31
RECEIPT NUMBER
H82028325-001-197-158-0

PURCHASE
TOTAL
$45.33

Interac
A0000002771010
63CD43125421BB1B
8080008000-

APPROVED
AUTH# 112785 00-001
THANK YOU

MERCHANT COPY

s.20(1)(c)

Government of Canada / Gouvernement du Canada

Call-up Against a Standing Offer Amendment
Commande subséquente à une ofre à commandes Modification

To: - A :	Validity Date / Période Valide	Contact - Personne-ressource	Tel. No - N° du Tél.	Fax. No. - N° de télécop.	Order No. N° de la demande
ADVANCED BUSINESS INTERIORS 2355 ST. LAURENT BLVD OTTAWA ON K1G 4L2 CANADA	From/De: 10/28/2015 To/À: 03/31/2016	Corriveau, C.	613-990-6193		4500126244

Standing offer No. - N° d'offre permanente	Amendment No. - N° de la modification	Previous Value - Valeur précédente	Admend Date Date de la demande
E60PQ-080005/001/PQ	001	2,265.00	11/05/2015

Vendor # - N° fournisseur	Contact Name - Nom du contact	Acc. # - N° comp.	Tel. No - N° du Tél.	Fax. No. - N° de télécop.	Inc./Dec. - Aug./Dim.	Revised value - Montant révisé	Date required - Demandé pour le
127092			613-218-7334	613-738-7206	416.00	2,681.00	10/28/2015

Item No. Article n°	Description Description	U of I U de D	Quantity Quantité	Unit Price Prix unitaire	Disc Disc	Ext.Price Prix prévu
	Amendment #001 Increased contract by $416.00 as per quote JUS582 dated November 4, 2015: - 30 x WSSP brackets and screws [redacted] - 30 x WSSP top plates and screws [redacted] - 250 x screws [redacted] Complete install from parts from reman *** Text changed ***					
	The following line items shown in bold are new or changed. Les articles en caractères gras sont les articles modifiés.					
00010	**Labor/built work stations Quote:JUS582** For inquiries and invoicing contact Project Officer S. Demers -Design Fees to creaate parts list of unigroup too product to be pulled [redacted] -Labor to pull product from client's basement at 275 Sparks to build Unigroup stations [redacted] - Deliver and pick up equipment [redacted]	EA	2,681.00	1.00		2,681.00

Delivery Address - Adresse de livraison	Invoicing address - Adresse de facturation	FOB - FAB / Terms of payment - Modalités de paiement	Amount - Montant / CAD
NATIONAL ACCOMMODATION DIVISION DEPARTMENT OF JUSTICE CANADA ATT: BRENDA FRASER 275 SPARKS ST, 9TH FLOOR OTTAWA ON K1A 0H8	NATIONAL ACCOMMODATION DIVISION DEPARTMENT OF JUSTICE CANADA ATT: BRENDA FRASER 275 SPARKS ST, 9TH FLOOR OTTAWA ON K1A 0H8	FOB Destination Terms of payment - Modalités de paiement: DD NET 30 DAYS	2,681.00 T. taxes - T. taxes / CAD: 348.53 T. Amount - Montant T. / CAD: 3,029.53

Special Instructions - Instructions spéciales

To the Supplier: Your standing offer referred to above is hereby accepted as follows: You are required to supply the goods and/or services shown above at the prices or pricing basis and in accordance with the other terms and conditions stated in the standing offer. Only goods and services included in the standing offer shall be supplied against this call-up. Each shipment shall be accompanied by a packing slip or delivery slip. All invoices, shipping bills and packing slips must show the order number.

Au fournisseur: Votre offre permanente, dont le numéro figure ci-haut, est acceptée selon les modalités suivantes: Vous êtes prié de fournir les biens ou services indiqués ci-haut aux prix ou selon les modalités de prix et en conformité des autres conditions stipulées dans l'offre permanente. Ne seront fournis en vertu de la présente commande que les biens et services figurant dans l'offre permanente. Chaque envoi sera accompagné d'un bordereau d'emballage ou d'expédition. Les factures, connaissements et bordereaux d'emballage doivent tous porter le numéro de la demande.

Certified pursuant to subsection32(1) of *Financial Administration Act*
Certifié en vertu du paragraphe 32(1) de la *Loi sur la gestion des finances publiques.*

Signature: LKettles Date: Nov 5/2015

Approved for the Minister / Approuvé pour le Ministre

Signature: LKettles Date: Nov 5/2015

Canada

Government of Canada — Gouvernement du Canada

Call-up Against a Standing Offer Amendment
Commande subésquente à une ofre à commandes Modification

Order No. / N° de la demande: **4500126244**

Item No. / Article n°	Description / Description	U of I / U de D	Quantity / Quantité	Unit Price / Prix unitaire	Disc / Disc	Ext.Price / Prix prévu
	*** Text changed *** Financial Codes / Codage financier — Amount / Montant 8460 - 19092 - 501657 - 15 - 4150 — 2,681.00 == The currency of this P.O. is - La devise de ce bon est : CAD ==					

Amount - Montant / CAD	2,681.00
T. taxes - T. taxes / CAD	348.53
T. Amount - Montant T. / CAD	3,029.53

s.19(1)

s.20(1)(c)

- amendment -

PROPOSAL/QUOTE

JUS582 11/04/15

QUOTE VALID:

ADVANCED BUSINESS INTERIORS
2355 St. Laurent Blvd. Ottawa Ontario K1G 4L2
613.738.1003 | www.makespacework.com

HST/GST# 119337244
QST# 1009462101

Proposal For: 003588

DEPARTMENT OF JUSTICE CANADA
275 SPARKS ST.,
SAT-2018,
OTTAWA, ONTARIO K1A 0H8

Install at:

DEPARTMENT OF JUSTICE CANADA
275 SPARKS ST.,
SAT-2018,
OTTAWA, ONTARIO K1A 0H8
STEPHANE DEMERS

CONTACT NAME
STEPHANE DEMERS
613-218-7334

CUSTOMER P/O#
4500126244

SALESPERSON

#	QTY	PRODUCT#	DESCRIPTION	SELL	EXTENDED
			DESIGN FEES TO CREATE PARTS LIST OF UNIGROUP TOO PRODUCT TO BE PULLED.		
			LABOR TO PULL PRODUCT FROM CLIENT'S BASEMENT AT 275 SPARKS STREET TO BUILD (8) UNIGROUP TOO STATIONS AND BUILD STATIONS AS PER PROVIDED PLANS		
			TRUCK CHARGES TO DELIVER AND PICK UP EQUIPEMENT		
			AS PER NMSO E60PQ-080005/001/PQ		
4	30.00	PARTS	WSSP BRACKETS AND SCREWS		
5	30.00	PARTS	WSSP TOP PLATES AND SCREWS		
6	250.00	PARTS	SCREWS		
			COMPLETE INSTALL WITH PARTS FROM REMAN		

SUBTOTAL / SOUS-TOTAL: 416.00

INSTALLATION:
OTHER / AUTRES SERVICES:
PST / TVQ: 0.00
GST / HST: 348.54

TOTAL: 3,029.54

ACCEPTED BY:________________

DATE ACCEPTED / ACCEPTE:________________

Recommended for Approval

Department of Justice Canada | Ministère de la Justice Canada

PAYMENT VOUCHER / BORDEREAU DE PAIEMENT

Scanned Documents / Documents numérisés ☐
Final Payment / Paiement Final ☐
Original document kept in legal file / Document original conservé dans le dossier ☐

COPY

Region - Région: NCR	Organization - Organisation: Deputy Minister's Office	Vendor code - Code fournisseur : 134710
Payee name - Nom du bénéficiaire : ARI Financial Services	Sent to Finance 12 11 15	
Address - Adresse :	Copy sent to CDO3020 Originale le 13/11/15	
Date goods received or services rendered - Date de réception des produits ou services:	Date invoice received / Date de réception de la facture: November 9, 2015	

CHEQUE STUB INFORMATION - INFORMATION SUR LE TALON DU CHÈQUE

Invoice number Numéro de la facture	Details Détails	Amount Montant
MDMR3J	Gasoline and Maintenance DM's Vehicle — Processed in IFMS Doc # 1679012065 Date 13/11/15	420.20

ACCOUNTING INFORMATION *(FOR ADDITIONAL LINES SEE PAGE 2)* - RENSEIGNEMENTS DE LA COMPTABILITÉ *(POUR DES LIGNES SUPPLÉMENTAIRES - VOIR PAGE 2)*

	GL Account Compte général	Net Amount Montant net	HST/GST TVH/TPS	QST/ TVQ	Cost center Centre de coût	Fund Fonds	Functional Area Domaine Fonctionnel	Order Ordre	Assignment Affectation	Description	Commitment PO Engagement Bon de commande	Line Item L. d'item
1	4503	326.10	35.40	8.74	12000	15	4010			Gasoline	300250071	1
2	4503	6.40	0.83		12000	15	4010			Card Program Fee	300250071	2
3	4620	37.17	1.85	3.71	12000	15	4010			Repair & Maintenance	300250071	3
	Sub-Total	$ 369.67	$ 38.08	$ 12.45								
	Sub-Total Tax Amount		$ 50.53									
	TOTAL	$ 420.20										

The following boxes must be check by the verifier - Les cases suivantes doivent être cochée par le vérificateur

☐ Services Rendered/Goods Supplied / Services rendus/marchandises livrées
☐ Contract Terms Met / Rencontre les Termes du contrat
☐ Supporting documentation / Documentation à l'appui

Account Verified - Name / Compte Vérifié - Nom	Signature	Date Y-A M D-J
Prepared by - Name / Préparé par - Nom: Sylvie Crispin	Date Y-A 2015 M 11 D-J 10	G/R :

CERTIFIED PURSUANT TO SECTION 34 OF THE *FINANCIAL ADMINISTRATION ACT* - CERTIFIÉ EN VERTU DE L'ARTICLE 34 DE *LA LOI SUR LES FINANCES PUBLIQUES*

Name - Nom	Signature	Date Y-A M D-J
Stéphanie Poliquin - Chief of Staff - DMO	[signature]	2015 11 10

JUS 396-4 (2014/01)

ORIGINAL

ARI FINANCIAL SERVICES INC.
SERVICES FINANCIERS ARI INC.
1270 CENTRAL PARKWAY WEST
SUITE 600
MISSISSAUGA, ONTARIO L5C4P4
Automotive Resources International
TEL: (905) 803-8000
TOLL FREE / SANS FRAIS (800) 361-5882
FAX / TELECOPIEUR: (905) 803-8644

MISC. INVOICE / FACTURE D'ENTRETIEN

GST REG / TPS NO: #136025582RT
QST REG / TVQ NO: #1015619615

CLIENT CODE / NO DE CLIENT:	4G21-17	INVOICE NO / NO DE FACTURE:	MDMR3J
DUE DATE / DATE D'ECHEANCE:	11/30/15	INVOICE DATE / DATE DE LA FACTURE:	10/27/15

RECEIVED NOV - 6 2015

UNIT / UNITE	ITEM / ARTICLE	DATE	DESCRIPTION	AMOUNT / MONTANT
005 -314490	HST -CANADIAN TAX ACCT/	11/01/2015	JE- 2131049 HST CHG ON MTHLY SVC	.83
005 -314490	TMS&FUEL - SGT ESSENCE SPEC/	11/01/2015	JE- 2131049 MTHLY TMS - SGT CHRG	6.40
	GST= SUB-TOT=	6.40		
	HST= .83			
			SUB-TOTAL	7.23
005 -314490	GASOLINE/ESSENCE TYPE: UNLEAD	09/02/2015	PR: ON VEND: MACEWEN REF#: 063428 CC#: 60800005592	(1) 46.81
005 -314490	HST -CANADIAN TAX ACCT/	09/02/2015	HST- FUEL CC#: 60800005592	6.09
005 -314490	GASOLINE/ESSENCE TYPE: UNLEAD	09/08/2015	PR: ON VEND: MACEWEN REF#: 063626 CC#: 60800005592	(2) 33.07
005 -314490	HST -CANADIAN TAX ACCT/	09/08/2015	HST- FUEL CC#: 60800005592	4.30
005 -314490	GASOLINE/ESSENCE TYPE: UNLEAD	09/11/2015	PR: ON VEND: MACEWEN REF#: 063650 CC#: 60800005592	(3) 30.97
005 -314490	HST -CANADIAN TAX ACCT/	09/11/2015	HST- FUEL CC#: 60800005592	4.03
005 -314490	GASOLINE/ESSENCE TYPE: UNLEAD	09/17/2015	PR: ON VEND: MACEWEN REF#: 065940 CC#: 60800005592	(4) 40.18
005 -314490	HST -CANADIAN TAX ACCT/	09/17/2015	HST- FUEL CC#: 60800005592	5.22
005 -314490	GASOLINE/ESSENCE TYPE: UNLEAD	09/22/2015	PR: ON VEND: MACEWEN REF#: 063729 CC#: 60800005592	(5) 22.13
005 -314490	HST -CANADIAN TAX ACCT/	09/22/2015	HST- FUEL CC#: 60800005592	2.88
005 -314490	GASOLINE/ESSENCE TYPE: UNLEAD	09/25/2015	PR: ON VEND: MACEWEN REF#: 063524 CC#: 60800005592	(6) 31.29
005 -314490	HST -CANADIAN TAX ACCT/	09/25/2015	HST- FUEL CC#: 60800005592	4.07
005 -314490	GASOLINE/ESSENCE TYPE: UNLEAD	09/30/2015	PR: ON VEND: MACEWEN REF#: 064053 CC#: 60800005592	(7) 34.07
005 -314490	HST -CANADIAN TAX ACCT/	09/30/2015	HST- FUEL CC#: 60800005592	4.43
005 -314490	GASOLINE/ESSENCE TYPE: UNLEAD	10/02/2015	PR: PQ VEND: CST CANA REF#: 20628 CC#: 60800005592	18.66
005 -314490	MISC SERVICE/SERVICE DIVERS	10/02/2015	PR: PQ VEND: CST CANA REF#: 20628 CC#: 60800005592	6.87
005 -314490	GST CHARGEBACKS/TPS	10/02/2015	GST- MAINT CC#: 60800005592	(8) .34
005 -314490	GST CHARGEBACKS/TPS	10/02/2015	GST- FUEL CC#: 60800005592	.93
005 -314490	QST/TAXE QC REMBOURSABLE	10/02/2015	QST- MAINT CC#: 60800005592	.68
005 -314490	QST/TAXE QC REMBOURSABLE	10/02/2015	QST- FUEL CC#: 60800005592	1.86
005 -314490	GASOLINE/ESSENCE TYPE: UNLEAD	10/09/2015	PR: PQ VEND: CST CANA REF#: 25173 CC#: 60800005592	33.96
005 -314490	GST CHARGEBACKS/TPS	10/09/2015	GST- FUEL CC#: 60800005592	(9) 1.70
005 -314490	QST/TAXE QC REMBOURSABLE	10/09/2015	QST- FUEL CC#: 60800005592	3.39
005 -314490	GASOLINE/ESSENCE TYPE: UNLEAD	10/14/2015	PR: PQ VEND: SHELL CA REF#: 2056020122 CC#: 60800005592	34.96
005 -314490	MISC SERVICE/SERVICE DIVERS	10/14/2015	PR: PQ VEND: SHELL CA REF#: 2056020122 CC#: 60800005592	7.30
005 -314490	GST CHARGEBACKS/TPS	10/14/2015	GST- FUEL CC#: 60800005592	(10) 1.75
005 -314490	GST CHARGEBACKS/TPS	10/14/2015	GST- MAINT CC#: 60800005592	.36
005 -314490	QST/TAXE QC REMBOURSABLE	10/14/2015	QST- FUEL CC#: 60800005592	3.49
005 -314490	QST/TAXE QC REMBOURSABLE	10/14/2015	QST- MAINT CC#: 60800005592	.73
	GST= 5.08 SUB-TOT=	340.27		
	HST= 31.02			
QST/TVQ: TOTAL:	10.15 FUEL/ESSENCE:	8.74	DIESEL: MAINT/ENTRETIEN 1.41	
			SUB-TOTAL	386.52
005 -314490	GARAGE MACDONALD/ST VENDOR: 024878	09/28/2015	QTY: 001.00 LAMP , STOP, HIGH MOUNT LABOR	5.00
	INVOICE: 8192	09/28/2015	QTY: 001.00 LAMP , STOP, HIGH MOUNT PART	(11) 3.00
	EVENT: 55726553	09/28/2015	QTY: 001.00 GST - CANADA	.40
	P.O.: 00055117586 ODOM: 124,931	09/28/2015	QTY: 001.00 QST - CANADA	.80

MAIL TO / POSTER A:

DEPT OF JUSTICE
ATTN: FRANCE GAUTIER
284 WELLINGTON ST, ROOM 3064
OTTAWA ON K1A 0H8

REMIT TO / REMETTRE A:

ARI FINANCIAL SERVICES T46163
P O BOX 46163
POSTAL STATION A
TORONTO ON M5W4K9

PBN:136025582PG0002

PLEASE RETURN 1 COPY OF THIS PAGE WITH YOUR PAYMENT

* DATE REPRESENTS PURCHASE DATE OR DATE PAID BY ARI / DATE REPRÉSENTANT DATE D'ACHAT OU DATE DE PAIEMENT PAR ARI

993 UNKNOWN 9A

ARI FINANCIAL SERVICES INC.
SERVICES FINANCIERS ARI INC.
1270 CENTRAL PARKWAY WEST
SUITE 600
Automotive Resources International MISSISSAUGA, ONTARIO L5C4P4
TEL: (905) 803-8000
TOLL FREE / SANS FRAIS (800) 361-5882
FAX / TELECOPIEUR: (905) 803-8644

MISC. INVOICE / FACTURE D'ENTRETIEN

GST REG / TPS NO: #136025582RT
QST REG / TVQ NO: #1015619615

O R I G I N A L

CLIENT CODE / NO DE CLIENT:	4G21-17	INVOICE NO / NO DE FACTURE:	MDMR3J
DUE DATE / DATE D'ECHEANCE:	11/30/15	INVOICE DATE / DATE DE LA FACTURE:	10/27/15

UNIT / UNITE	ITEM / ARTICLE	DATE	DESCRIPTION	AMOUNT / MONTANT
			SUB-TOTAL	9.20
	GST= .40 SUB-TOT=	8.00		
QST/TVQ:	TOTAL: .80 FUEL/ESSENCE:		DIESEL: MAINT/ENTRETIEN .80	
005 -314490	GARAGE MACDONALD/ST VENDOR: 024878	10/08/2015	QTY: 001.00 FLAT REPAIR	15.00
	INVOICE: 8220	10/08/2015	QTY: 001.00 GST - CANADA	.75
	EVENT: 55726701	10/08/2015	QTY: 001.00 QST - CANADA	1.50
	P.O.: 00055117735 ODOM: 126,096		SUB-TOTAL	17.25
	GST= .75 SUB-TOT=	15.00		
QST/TVQ:	TOTAL: 1.50 FUEL/ESSENCE:		DIESEL: MAINT/ENTRETIEN 1.50	
	GST= 6.23 SUB-TOT=	369.67		
	HST= 31.85			
QST/TVQ:	TOTAL: 12.45 FUEL/ESSENCE:	8.74	DIESEL: MAINT/ENTRETIEN 3.71	
	225722 CC # 6080000559257282		VEHICLE TOTAL ******420.20	
	GST= 6.23 SUB-TOT=	369.67		
	HST= 31.85			
QST/TVQ:	TOTAL: 12.45 FUEL/ESSENCE:	8.74	DIESEL: MAINT/ENTRETIEN 3.71	
			PLEASE PAY THIS TOTAL >	420.20

(12)

MAIL TO / POSTER A:
DEPT OF JUSTICE
ATTN: FRANCE GAUTIER
284 WELLINGTON ST, ROOM 3064
OTTAWA ON K1A 0H8

REMIT TO / REMETTRE A:
ARI FINANCIAL SERVICES T46163
P O BOX 46163
POSTAL STATION A
TORONTO ON M5W4K9

PBN:136025582PG0002

* DATE REPRESENTS PURCHASE DATE REPRÉSENTANT DATE D'ACHAT

ARI FINANCIAL SERVICES INC.
SERVICES FINANCIERS ARI INC.
1270 CENTRAL PARKWAY WEST
SUITE 600
MISSISSAUGA, ONTARIO L5C4P4
Automotive Resources International
TEL: (905) 803-8000
TOLL FREE / SANS FRAIS (800) 361-5882
FAX / TELECOPIEUR: (905) 803-8644

MISC. INVOICE / FACTURE D'ENTRETIEN

GST REG / TPS NO: #136025582RT
QST REG / TVQ NO: #1015619615

ORIGINAL

CLIENT CODE / NO DE CLIENT:	4G21-17	INVOICE NO / NO DE FACTURE:	MDMR3J
DUE DATE / DATE D'ECHEANCE:	11/30/15	INVOICE DATE / DATE DE LA FACTURE:	10/27/15

SUMMARY PAGE TOTAL FOR SUB DIVISION 005

TAXES	50.53		
GST CHARGEBACKS/TPS	6.23	HST -CANADIAN TAX ACCT/	31.85
QST-MAINT/ENTRETIEN	12.45		
PROGRAM FEES	6.40		
TMS&FUEL - SGT ESSENCE SPEC/	6.40		
FUEL	326.10		
GASOLINE/ESSENCE	326.10		
REPAIR & MAINTENANCE	22.17		
FUSES BULBS HEADLITES/FUSIBLES	8.00	MISC SERVICE/SERVICE DIVERS	14.17
TIRES	15.00		
TIRES REPAIRS & ASSO EXPENSE/R	15.00		

SUMMARY TOTAL: 420.20

MAIL TO / POSTER A:
DEPT OF JUSTICE
ATTN: FRANCE GAUTIER
284 WELLINGTON ST, ROOM 3064
OTTAWA ON K1A 0H8

REMIT TO / REMETTRE A:
ARI FINANCIAL SERVICES T46163
P O BOX 46163
POSTAL STATION A
TORONTO ON M5W4K9

PBN:136025582PG0002

* DATE REPRESENTS PURCHASE DATE OR DATE PAID BY ARI / DATE REPRÉSENTANT DATE D'ACHAT OU DATE DE PAIEMENT PAR ARI

993 UNKNOWN 9A

s.18(a)

(1)

MacEwen Fallowfield
4564 Fallowfield Rd
Ottawa,Ontario
K2J 4S2

DATE: 2015-09-02 TIME: 06:34
STORE #: 21044 TRANS #: 101922
Paypoint: 02K
hst: R882731961

FUEL			
Pump 3	(L)	($/L)	($)
Regular	48.267	1.096	52.90

TOTAL $ 52.90
CREDIT CARD $ 52.90
* hst INCLUDED IN FUEL $ 6.09

Purchase
ARI [redacted] S
INVOICE NO: 001881
TERMID: ZB048KT2
MERCHANT #: 40099445704
APPROVED 063428
REF: 411001001001
ACI/ISO 001/00

X

Plate #
****

122993 (2)

MacEwen Fallowfield
4564 Fallowfield Rd
Ottawa,Ontario
K2J 4S2

DATE: 2015-09-08 TIME: 06:36
STORE #: 21044 TRANS #: 109254
Paypoint: 01K
hst: R882731961

FUEL			
Pump 1	(L)	($/L)	($)
Regular	35.058	1.066	37.37

TOTAL $ 37.37
CREDIT CARD $ 37.37
* hst INCLUDED IN FUEL $ 4.30

Purchase
ARI [redacted] S
INVOICE NO: 008965
TERMID: ZB048KT1
MERCHANT #: 40099445704
APPROVED 063626
REF: 473001001008
ACI/ISO 001/00

X

Plate #
****

122538

(3) 123422

MacEwen Fallowfield
4564 Fallowfield Rd
Ottawa,Ontario
K2J 4S2

DATE: 2015-09-11 TIME: 06:36
STORE #: 21044 TRANS #: 113079
Paypoint: 01K
hst: R882731961

FUEL			
Pump 1	(L)	($/L)	($)
Regular	34.453	1.016	35.00

TOTAL $ 35.00
CREDIT CARD $ 35.00
* hst INCLUDED IN FUEL $ 4.03

Purchase
[redacted] S
INVOICE NO: 001480
TERMID: ZB048KT1
MERCHANT #: 40099445704
APPROVED 063650
REF: 482001001008
ACI/ISO 001/00

X

Plate #
****

s.18(a)

123986 (4)

MacEwen Fallowfield
4564 Fallowfield Rd
Ottawa,Ontario
K2J 4S2

DATE: 2015-09-17 TIME: 06:59
STORE #: 21044 TRANS #: 119444
Paypoint: 01K
hst: R882731961

FUEL	(L)	($/L)	($)
Pump 1			
Regular	46.045	0.986	45.40

TOTAL $ 45.40

CREDIT CARD $ 45.40

* hst INCLUDED IN FUEL $ 5.22

Purchase
ARI [redacted] S
INVOICE NO: 005766
TERMID: ZB048KT1
MERCHANT #: 40099445704
APPROVED 065940
REF: 496001001008
ACI/ISO 001/00

X

Plate #

****

124289 (5)

MacEwen Fallowfield
4564 Fallowfield Rd
Ottawa,Ontario
K2J 4S2

DATE: 2015-09-22 TIME: 06:37
STORE #: 21044 TRANS #: 125056
Paypoint: 01K
hst: R882731961

FUEL	(L)	($/L)	($)
Pump 1			
Regular	25.110	0.996	25.01

TOTAL $ 25.01

CREDIT CARD $ 25.01

* hst INCLUDED IN FUEL $ 2.88

Purchase
ARI [redacted] S
INVOICE NO: 009595
TERMID: ZB048KT1
MERCHANT #: 40099445704
APPROVED 063729
REF: 506001001002
ACI/ISO 001/00

X

Plate #

****

124730 (6)

MacEwen Fallowfield
4564 Fallowfield Rd
Ottawa,Ontario
K2J 4S2

DATE: 2015-09-25 TIME: 06:35
STORE #: 21044 TRANS #: 128504
Paypoint: 01K
hst: R882731961

FUEL	(L)	($/L)	($)
Pump 1			
Regular	36.988	0.956	35.36

TOTAL $ 35.36

CREDIT CARD $ 35.36

* hst INCLUDED IN FUEL $ 4.06

Purchase
[redacted] S
INVOICE NO: 001789
TERMID: ZB048KT1
MERCHANT #: 40099445704
APPROVED 063524
REF: 512001001008
ACI/ISO 001/00

X

Plate #

****

s.18(a)

125180 (7)

MacEwen Fallowfield
4564 Fallowfield Rd
Ottawa,Ontario
K2J 4S2

DATE: 2015-09-30 TIME: 06:40
STORE #: 21044 TRANS #: 133556
Paypoint: 01K
hst: R882731961

FUEL	(L)	($/L)	($)
Pump 1			
Regular	38.659	0.996	38.50

TOTAL $ 38.50

CREDIT CARD $ 38.50

* hst INCLUDED IN FUEL $ 4.43

Purchase
ARI S
INVOICE NO: 005069
TERMID: ZB048KT1
MERCHANT #: 40099445704
APPROVED 064053
REF: 524001001009
ACI/ISO 001/00

X

Plate #

****

125452 (8)

Ultramar

320 Greber TPS: 835860131
Gatineau,Qc TVQ: 1219927297
J8T 5R3
DATE: 2015-10-02 HEURE: 06:18
No STATN: 24692 No TRANS.: 517598

No MARCHANT: 22469245704
No PLAQUE: ________

CARBURANT	(L)	($/L)	($)
Distr. 3			
Regulier	22.838	0.964	22.02#

PRODUIT	QTE	PRIX	MONTANT
L.AUTO BASE AE-C.W	1	6.99	6.99*

Taxes sur 22.838 Litres de Carb. Regulier
TPS: 5.000% = $0.96
TVQ: 9.975% = $1.91
Total des taxes: = $2.87

Taxes sur tous les autres produits
Total TPS $0.35 Total TVQ: $0.70

#TAXES INCLUSES *TAXES EXCLUES

TOTAL $ 30.06
ACHAT ARI 30.06

Achat
ARI G
TERMID: 24692BE1
No FACTURE: 00002426
RÉF: 519001001007
ACI/ISO 001/00
APPROUVÉE 061801

Notre mission:
Combler plus de clients chaque jour

PROFITEZ DE RABAIS
SUR L'ESSENCE AVEC
VOTRE CARTE
RABAIS-MYSTÈRES
DÈS AUJOURD'HUI!

061623

s.18(a)

126167 (9)

Ultramar

320 Greber
Gatineau,Qc
J8T 5R3
TPS: 835860131
TVQ: 1219927297
DATE: 2015-10-09 HEURE: 06:11
No STATN: 24692 No TRANS.: 523931

No MARCHANT: 22469245704
No PLAQUE: ________

CARBURANT	(L)	($/L)	($)
Distr. 1			
Regulier	38.136	1.049	40.00#

Taxes sur 38.136 Litres de Carb. Regulier
TPS: 5.000% = $1.74
TVQ: 9.975% = $3.47
Total des taxes: = $5.21

#TAXES INCLUSES *TAXES EXCLUES

TOTAL $ 40.00
ACHAT ARI 40.00

Achat
ARI G
TERMID: 24692BE1
No FACTURE: 00005996
RÉF: 547001001009
ACI/ISO 001/00
APPROUVÉE 061130

Notre mission:
Combler plus de clients chaque jour

1 cent par litre d'essence suprême vendu sera remis à Fondation du cancer du sein du Québec. Merci pour votre générosité des dix dernières années!

060859

(10)

SHELL
** **
620 MALONEY OUEST
GATINEAU, QC
J8T 8K7 TEL: 819-243-3353

Taxe	Description	Qté	Montant
FP	Bronze N°2		
	44.167 L @ 1,019$/ L		45,01$
FP	LAV EXPRESS AVEC ESS	1	7,99$

Total partiel 53,00$
Montant TPS Taxable 7,99$
TPS Taxe 0,40$
Montant TVP Taxable 7,99$
TVP Taxe 0,80$
Total 54,20$
ARI CANADA: 54,20$
Monnaie 0,00$

00 APPROUVÉE - MERCI 001

ARI CANADA
TERMINAL N° 89205602
ACHAT S
FACT N° 2056020122

COMPT KIL N° 100

X______________________ 372192

Le Titulaire versera ce montant à l'émetteur conformément au contrat adhérent

IMPORTANT
conserver cette copie pour vos dossiers

CARBURANT INCLUS TPS 1,96$
CARBURANT INCLUS TVP 3,90$

TPS - Carburant - N° 825827686 RT
TVP - Carburant - N° 4018058125 TQ
TPS - March - QC N° 140717059
TVP - March - QC* N° 1017917931

(9)

Department of Justice Canada | Ministère de la Justice Canada

PETTY CASH REIMBURSEMENT | REMBOURSEMENT DE PETITE CAISSE

s.18(a)

Please attached receipt in the space below - Veuillez joindre les reçus dans l'espace ci-dessous

RELEVÉ DE TRANSACTION
PETRO-CANADA
676 SOMERSET ST
OTTAWA
Ontario K1R 6P4
TPS: 879156412 (613) 237-9555
TVQ: 86327011
2015-11-30 06:55
TERMINAL: 050055501 PC0578456:0055501
PAYPOINT: 050055501 OPER: A

** REÇU PRÉAUTORISÉ SEUL **

CARBURANT (L) ($/L) ($)
Distr. 3 PRÉPAYÉ
Ordinaire 19.436 1.029 20.00*

Total dû 20.00

TOTAL PAYÉ CARTE DE DEBIT $ 20.00

*TAXES INCL. #TAXES EXCL.

TOTAL TPS $ 0.88
TOTAL TVQ $ 1.42

DÉBIT
REF 175637
AUTORISATION 85286E
Pré-autoris
S/N 45002535
DU CHEQUES

Interac
A0000002771010
8000008000
6800

VERIFIEE PAR NIP

00 APPROUVÉE - MERCI

-- IMPORTANT --
Conserver cette copie pour vos dossiers
COPIE DU CLIENT

Received the sum of / Reçu la somme de :

$20.00

[signature]

Employee's signature
Signature de l'employé

Y-A M-M D-J
DEC 09 2015
Date

☐ Receipts attached
Reçus inclus

Explanation of the expenditure - Explication de la dépense

Reimbursement for fuel - Paul St-Germain. Had problem with the ARI Card.

Certified pursuant to section 34 of the FAA - Certifié en vertu de l'article 34 de la loi relative a la GFP

[signature] Signature | 17 déc. 15 Date

GL Account/ C. du GL général	Cost Center/ Centre de coût	Fund/ Fonds	Functional area/ Domaine fonctionnel	Order/ Ordre	Net Amount/ Montant Net	HST / GST TVH / TPS	Total
4503	12000	15	4010		$20.00	$0.00	$20.00
Commitment No. N° d'engagement		300250071		Line Item L. d'item			

JUS 657-1 (2011/06)

(8)

Department of Justice Canada | Ministère de la Justice Canada

PETTY CASH REIMBURSEMENT
REMBOURSEMENT DE PETITE CAISSE

Please attached receipt in the space below - Veuillez joindre les reçus dans l'espace ci-dessous

CASh.

MacEwen Fallowfield
4564 Fallowfield Rd
Ottawa,Ontario
K2J 4S2

DATE: 2015-12-02 TIME: 06:42
STORE #: 21044 TRANS #: 201231
Paypoint: 01K
hst: R882731961

FUEL	(L)	($/L)	($)
Pump 1 Regular	3.378	0.986	3.33
Pump 7 Regular	37.193	0.986	36.67

TOTAL $ 40.00

CASH TENDERED 40.00

* hst INCLUDED IN FUEL $ 4.61

CHANGE DUE 0.00

****

Receipts attached
Reçus inclus

Received the sum of / Reçu la somme de :

$40.00

Employee's signature
Signature de l'employé

Y-A M-M D-J
DEC 09 2015
Date

Explanation of the expenditure - Explication de la dépense

Reimbursement for fuel - Paul St-Germain. Had problem with the ARI Card. Card was cancelled and did not get the replacement on time.

Certified pursuant to section 34 of the FAA - Certifié en vertu de l'article 34 de la loi relative a la GFP

Signature

2015.12.17
Date

GL Account/ C. du GL général	Cost Center/ Centre de coût	Fund/ Fonds	Functional area/ Domaine fonctionnel	Order/ Ordre	Net Amount/ Montant Net	HST / GST TVH / TPS	Total
4503	12000	15	4010		$40.00	$0.00	$40.00
Commitment No. N° d'engagement		300250071		Line item L. d'item			

JUS 657-1 (2011/06)

Department of Justice Canada | Ministère de la Justice Canada

PAYMENT VOUCHER — BORDEREAU DE PAIEMENT

Scanned Documents / Documents numérisés ☐
Final Payment / Paiement Final ☐
Original document kept in legal file / Document original conservé dans le dossier ☐

COPY

Region - Région: NCR
Organization - Organisation: Deputy Minister's Office
Vendor code - Code fournisseur : 134710

Payee name - Nom du bénéficiaire : ARI Financial Services
Sent to Finance 12 11 15
Address - Adresse :
Copy sent to CDO3020
Originale le 13/11/15

Date goods received or services rendered - Date de réception des produits ou services:
Date invoice received / Date de réception de la facture: November 9, 2015

CHEQUE STUB INFORMATION - INFORMATION SUR LE TALON DU CHÈQUE

Invoice number Numéro de la facture	Details Détails	Amount Montant
MDMR3J	Gasoline and Maintenance DM's Vehicle — Processed in IFMS Doc # 1619012065 Date 13/11/15	420.20

ACCOUNTING INFORMATION *(FOR ADDITIONAL LINES SEE PAGE 2)* - RENSEIGNEMENTS DE LA COMPTABILITÉ *(POUR DES LIGNES SUPPLÉMENTAIRES - VOIR PAGE 2)*

	GL Account Compte général	Net Amount Montant net	HST/GST TVH/TPS	QST/ TVQ	Cost center Centre de coût	Fund Fonds	Functional Area Domaine Fonctionnel	Order Ordre	Assignment Affectation	Description	Commitment PO Engagement Bon de commande	Line Item L. d'item
1	4503	326.10	35.40	8.74	12000	15	4010			Gasoline	300250071	1
2	4503	6.40	0.83		12000	15	4010			Card Program Fee	300250071	2
3	4620	37.17	1.85	3.71	12000	15	4010			Repair & Maintenance	300250071	3

Sub-Total	$ 369.67	$ 38.08	$ 12.45
Sub-Total Tax Amount		$ 50.53	
TOTAL	$ 420.20		

The following boxes must be check by the verifier - Les cases suivantes doivent être cochée par le vérificateur

☐ Services Rendered/Goods Supplied / Services rendus/marchandises livrées
☐ Contract Terms Met / Rencontre les Termes du contrat
☐ Supporting documentation / Documentation à l'appui

Account Verified - Name / Compte Vérifié - Nom | Signature | Date Y-A M D-J

Prepared by - Name / Préparé par - Nom: Sylvie Crispin | Date Y-A 2015 M 11 D-J 10 | G/R :

CERTIFIED PURSUANT TO SECTION 34 OF THE *FINANCIAL ADMINISTRATION ACT* - CERTIFIÉ EN VERTU DE L'ARTICLE 34 DE *LA LOI SUR LES FINANCES PUBLIQUES*

Name - Nom: Stéphanie Poliquin - Chief of Staff - DMO | Signature: [signature] | Date Y-A 2015 M 11 D-J 10

JUS 396-4 (2014/01)

s.18(a)

125180 (7)

MacEwen Fallowfield
4564 Fallowfield Rd
Ottawa,Ontario
K2J 4S2

DATE: 2015-09-30 TIME: 06:40
STORE #: 21044 TRANS #: 133556
Paypoint: 01K
hst: R882731961

FUEL	(L)	($/L)	($)
Pump 1			
Regular	38.659	0.996	38.50

TOTAL $ 38.50

CREDIT CARD $ 38.50

* hst INCLUDED IN FUEL $ 4.43

Purchase
ARI [redacted] S
INVOICE NO: 005069
TERMID: ZB048KT1
MERCHANT #: 40099445704
APPROVED 064053
REF: 524001001009
ACI/ISO 001/00

X

Plate #

****

125452 (8)

Ultramar

320 Greber TPS: 835860131
Gatineau,Qc TVQ: 1219927297
J8T 5R3
DATE: 2015-10-02 HEURE: 06:18
No STATN: 24692 No TRANS.: 517598

No MARCHANT: 22469245704
No PLAQUE: ________

CARBURANT	(L)	($/L)	($)
Distr. 3			
Regulier	22.838	0.964	22.02#

PRODUIT	QTE	PRIX	MONTANT
L.AUTO BASE AE-C.W	1	6.99	6.99*

Taxes sur 22.838 Litres de Carb. Regulier
TPS: 5.000% = $0.96
TVQ: 9.975% = $1.91
Total des taxes: = $2.87

Taxes sur tous les autres produits
Total TPS $0.35 Total TVQ: $0.70

#TAXES INCLUSES *TAXES EXCLUES

TOTAL $ 30.06
ACHAT ARI 30.06

Achat
ARI [redacted] G
TERMID: 24692BE1
No FACTURE: 00002426
RÉF: 519001001007
ACI/ISO 001/00
APPROUVÉE 061801

Notre mission:
Combler plus de clients chaque jour

PROFITEZ DE RABAIS
SUR L'ESSENCE AVEC
VOTRE CARTE
RABAIS-MYSTERES
DES AUJOURD'HUI!

061623

s.18(a)

126167 (9)

Ultramar

320 Greber TPS: 835860131
Gatineau,Qc TVQ: 1219927297
J8T 5R3
DATE: 2015-10-09 HEURE: 06:11
No STATN: 24692 No TRANS.: 523931

No MARCHANT: 22469245704
No PLAQUE: ________

CARBURANT	(L)	($/L)	($)
Distr. 1			
Regulier	38.136	1.049	40.00#

Taxes sur 38.136 Litres de Carb. Regulier
TPS: 5.000% = $1.74
TVQ: 9.975% = $3.47
Total des taxes: = $5.21

#TAXES INCLUSES *TAXES EXCLUES

TOTAL $ 40.00
ACHAT ARI 40.00

Achat
ARI [redacted] G
TERMID: 24692BE1
No FACTURE: 00005996
RÉF: 547001001009
ACI/ISO 001/00
APPROUVÉE 061130

Notre mission:
Combler plus de clients chaque jour

1 cent par litre d'essence suprême vendu sera remis à Fondation du cancer du sein du Québec. Merci pour votre générosité des dix dernières années!

060859

(10)

SHELL
** **
620 MALONEY OUEST
GATINEAU, QC
J8T 8K7 TEL: 819-243-3353

Taxe	Description	Qté	Montant
FP	Bronze N°2		
	44.167 L @ 1,019$/ L		45,01$
FP	LAV EXPRESS AVEC ESS	1	7,99$

Total partiel 53,00$
Montant TPS Taxable 7,99$
TPS Taxe 0,40$
Montant TVP Taxable 7,99$
TVP Taxe 0,80$
Total 54,20$
ARI CANADA: 54,20$
Monnaie 0,00$

00 APPROUVÉE - MERCI OUI

ARI CANADA [redacted]
TERMINAL N° 89205602
ACHAT S
FACT N° 2056020122

COMPT KIL N° 100

X________________________ 372192

Le Titulaire versera ce montant à l'émetteur conformément au contrat adhérent

IMPORTANT
conserver cette copie pour vos dossiers

CARBURANT INCLUS TPS 1,96$
CARBURANT INCLUS TVP 3,90$

TPS - Carburant - N° 825827686 RT
TVP - Carburant - N° 4018058125 TQ
TPS - March - QC N° 140717059
TVP - March - QC* N° 1017917931

GARAGE MACDONALD ST-LOUIS

PNEU DENCO

FACTURE

s.19(1)

77 ST-ETIENNE
GATINEAU, Québec J8X 1J4
819 770-0026

BEST AUTO

N° facture: 8192
Date: 28 sep, 2015
Date d'expédition:
Page: 1
Re: N° commande

Vendu à:

ARI CANADA DEPT OF JUSTICE BKVR 011
(613) 957-4992

ARI CANADA DEPT OF JUSTICE BKVR 011
(613) 957-4992
2011 FORD ESCAPE
PLAQUE
KM; 124931
1FMCU4K35 BKA83704

Article	Unité	Quantité	Description	Taxe	Prix unit.	Montant
3157	CH.	1	3157-MINI BULB	GQ	3.00	3.00
3	MAIN D'OEUVRE	1	REMPLACER LUMIERE ARRIERE GAUCHE	GQ	5.00	5.00
			Sous-total:			8.00
			GQ - TPS 5%, TVQ 9.975%			
			GST			0.40
			QST			0.80

Castrol

GARAGE MACDONALD ST-LOUIS GST: #R-1240 19860
GARAGE MACDONALD ST-LOUIS QST: #1006623880

Remarques:

Montant total 9.20

Vendu par:

GARAGE MACDONALD ST-LOUIS

77 ST-ETIENNE
GATINEAU, Québec J8X 1J4
819 770-0026

FACTURE

N° facture: 8220
Date: 08 oct, 2015
Date d'expédition:
Page: 1
Re: N° commande

Vendu à:

ARI CANADA DEPT OF JUSTICE BKVR 011
(613) 957-4992

ARI CANADA DEPT OF JUSTICE BKVR 011
(613) 957-4992
2011 FORD ESCAPE
PLAQUE
KM; 126096
1FMCU4K35 BKA83704

Article	Unité	Quantité	Description	Taxe	Prix unit	Montant
FL	CH.	1	CREVAISON ARRIERE GAUCHE	GQ	15.00	15.00
			Sous-total:			15.00
			GQ - TPS 5%, TVQ 9.975%			
			GST			0.75
			QST			1.50

GARAGE MACDONALD ST-LOUIS GST: #R-1240 19860
GARAGE MACDONALD ST-LOUIS QST: #1006623880

Remarques:

Montant total 17.25

Vendu par:

(7)

COPY

LANGLOIS SOUND PERFORMANCE

279 MCARTHUR ROAD
Ottawa,K1L 6P3
613-744-1592

INVOICE

Ship To:

ATTN: N. LEGAULT

Bill To: DEPT OF JUSTICE

Ph:(613) 948-3014

ATTN: N. LEGAULT

INVOICE NO. 92222 #123395 03:33 pm 10/22/15 Page # 1

SKU	DESCRIPTION	QTY	Per/Unit PRICE	TOTAL
AKXCH71BAM	CHRYSLER /DODGE STARTERSYSTEM	1.00	229.00	**229.00**
LABOUR	INSTALL STARTER, AND BYPASS	1.00	170.00	**170.00**
HELLA	MAP LIGHT 12"	1.00	90.00	**90.00**
LABOUR	INSTALL READING LIGHT	1.00	100.00	**100.00**
AV94432	VENT/CHRYSLER 300	1.00	99.00	**99.00**
LABOUR	INSTALL VENT SHADES	1.00	40.00	**40.00**
TINT	TINT OF VEHICLE	1.00	229.00	**229.00**
	VEHICLE: 2015 CHRYSLER 300			
WT443791	2011+ CHRYSLER 300	1.00	149.00	**149.00**

LANGLOIS SOUND PERFORMANCE
279 MCARTHUR AVE
OTTAWA, ON
Merch1 Line1
Merch1 Line6

Term ID: 28371586

Purchase

MASTERCARD

Entry Method: M

Total: $ 1,249.78

2015/10/22 15:33:25

Seq #: 001-426004-0

Appr Code: 153326

Resp Code: 01/027

APPROVED
Thank You

Customer Copy

IMPORTANT
retain this copy for your records

Merch1 Footer4

Master/Visa	**$1,249.78**	Subtotal:	**$1,106.00**
	$0.00	Tax:	**$143.78**
		Amount Charged:	**$0.00**
		TOTAL:	**$1,249.78**

gst# 85424 7236 RT0001

12 Feu

Department of Justice Canada | Ministère de la Justice Canada

HOSPITALITY CLAIM
DEMANDE DE REMBOURSEMENT DE DÉPENSES D'ACCUEIL

Function - L'évènement	Date of Function / Date de l'évènement (Y-A M D-J)	Place(s) of Function - Lieu(x) de l'évènement
Working Lunch-Litigation Overview	2015 11 10	284 Wellington Street EMB-4037

Date	Type	Participants: Gov't of Canada / Gouv. du Canada	Participants: Others / Autres	Actual Cost - Coût réel: Total Attendees / Total des prticipants	Actual Cost - Coût réel: Per Capita Cost / Coût individuel	A Total Cost / Coût total
10/11/15	Lunch	5		5	$19.67	$98.34
				Totals / Totaux	$19.67	$98.34

Date	Type (Other than food & beverage) / Type (Autres que nourriture et boissons)	Number of Items / Nombre d'articles	Cost per Item / Coût par article	B Total Cost / Coût total	A+B Total Hospitality Cost / Coût total de l'accueil
					$98.34

Remarks - Remarques

Payee Name - Nom du bénéficiaire	Vendor Code - Code fournisseur
Corner Kitchen	102824

Commitment No. / N° d'engagement	Cost Center / Centre de coût	Fund - Fonds	Functional Area / Domaine fonctionnel	Order - Ordre	GL - Compte général (2015 / 2401)	Amount including Tax / Montant incluant taxe	GST / HST / TPS / TVH
300250588-1	12000	15	4010		2401	98.34	11.13

Payee Name - Nom du bénéficiaire	Vendor Code - Code fournisseur

Commitment No. / N° d'engagement	Cost Center / Centre de coût	Fund - Fonds	Functional Area / Domaine fonctionnel	Order - Ordre	GL - Compte général (2015 / 2401)	Amount including Tax / Montant incluant taxe	GST / HST / TPS / TVH

Prepared by (*Type or print*) - Préparé par (*Dactylographier ou en caractères d'imprimerie*)	Tel. No. - N° de tél.	Date
Sylvie Crispin	(612) 482-9811	Nov. 12, 2015

Certified pursuant to Section 34 of the *Financial Administration Act*. Certifié en vertu de l'article 34 de la *Loi sur la gestion des finances publiques*.

Title - Titre

Marie-Josée Thivierge - Assistant Deputy Minister - CFO

Signature: [signature] Date: 23-11-2015

JUS 145-2 (2011/11)

s.19(1)

St-Germain, Paul

Subject: Breakfast with (confirmed)
Location: 73 North

Start: Wed 11/11/2015 7:30 AM
End: Wed 11/11/2015 8:30 AM

Recurrence: (none)

Organizer: Pentney, William

That time works well for us, thanks Suzanne. We shall see Mr Pentney there.

Thanks for the arrangements.

Cheers,

Government of Canada / Gouvernement du Canada

Call-Up Against a Standing Offer
Commande subséquente à une offre à commandes

To: - A :
ENTREPRISE RENT A CAR
355 ST. PATRICK ST
OTTAWA ON K1N 5K6
CANADA

Validity Date / Période Valide	Contact - Personne-ressource	Tel. No - N° du Tél.	Fax. No. - N° de télécop.	Order No. N° de la demande
From/De: 11/10/2015 To/À: 12/08/2015	Vaillancourt, D.	613-941-1209	613-941-3498	4500126393

Standing offer No. - N° d'offre permanente: E60LP-140005

Order date / Date de la demande: 11/10/2015

Vendor # - N° fournisseur	Contact Name - Nom du contact	Acc. # - N° comp.	Tel. No - N° du Tél.	Fax. No. - N° de télécop.	Date required - Demandé pour le
143271			613-236-3366		11/10/2015

Item No. Article n°	Description Description	U of I U de D	Quantity Quantité	Unit Price Prix unitaire	Disc Disc	Ext.Price Prix prévu
00010	-Rental - Nissan Altima *for the Deputy Minister.*	Months	1.00	683.52		683.52

Financial Codes / Codage financier — Amount / Montant
5815 - 12000 - - 15 - 4010 — 683.52

==

The currency of this P.O. is - La devise de ce bon est : CAD

==

Delivery Address - Adresse de livraison
DEPUTY MINISTER'S OFFICE
DEPARTMENT OF JUSTICE CANADA
ATT: SYLVIE CRISPIN 613-482-9811
284 WELLINGTON ST ROOM 4143A
OTTAWA ON K1A 0H8

Invoicing address - Adresse de facturation
DEPUTY MINISTER'S OFFICE
DEPARTMENT OF JUSTICE CANADA
ATT: SYLVIE CRISPIN 613-482-9811
284 WELLINGTON ST ROOM 4143A
OTTAWA ON K1A 0H8

FOB - FAB: FOB destination

Terms of payment - Modalités de paiement: Net 30 days

Amount - Montant / CAD: 683.52
T. taxes - T. taxes / CAD: 88.86
T. Amount - Montant T. / CAD: 772.38

Special Instructions - Instructions spéciales
To the Supplier: Your standing offer referred to above is hereby accepted as follows: You are required to supply the goods and/or services shown above at the prices or pricing basis and in accordance with the other terms and conditions stated in the standing offer. Only goods and services included in the standing offer shall be supplied against this call-up. Each shipment shall be accompanied by a packing slip or delivery slip. All invoices, shipping bills and packing slips must show the order number.
Au fournisseur: Votre offre permanente, dont le numéro figure ci-haut, est acceptée selon les modalités suivantes: Vous êtes prié de fournir les biens ou services indiqués ci-haut aux prix ou selon les modalités de prix et en conformité des autres conditions stipulés dans l'offre permanente. Ne seront fournis en vertu de la présente commande que les biens et services figurant dans l'offre permanente. Chaque envoi sera accompagné d'un bordereau d'emballage ou d'expédition. Les factures, connaissements et bordereaux d'emballage doivent tous porter le numéro de la demande.

Certified pursuant to subsection32(1) *of Financial Administration Act*
Certifié en vertu du paragraphe 32(1) de la *Loi sur la gestion des finances publiques.*

Signature: [signature] Date: 10-11-2015

Approved for the Minister / Approuvé pour le Ministre

Signature: [signature] Date: Nov. 10/15

Canada

Invoice (3)

ENTERPRISE RENT A CAR, 355 ST. PATRICK ST, OTTAWA, ON K1P1C8 (613) 236-3366

s.18(a)
s.19(1)

RENTAL AGREEMENT 96283
REF# 2T4X2W

RENTER
VAILLANCOURT, DANIELLE

ADDITIONAL DRIVER
PATRICK, FERENETTE
PENTNEY, WILLIAM
PORTER, STEVEN

DATE & TIME OUT
10/11/2015 02:18 PM
DATE & TIME IN
09/12/2015 11:33 AM

BILLING CYCLE
24-HOUR

SUMMARY OF CHARGES

Charge Description	Date	Quantity	Per	Rate	Total
TIME & DISTANCE	10/11 - 23/11	2	WEEK	$170.88	$341.76
TIME & DISTANCE	23/11 - 07/12	2	WEEK	$170.87	$341.74
TIME & DISTANCE	07/12 - 09/12	2	DAY	$28.48	$56.96
REFUELING CHARGE	10/11 - 09/12				$0.00
WINTER TIRES	24/11 - 09/12	15	DAY	$12.00	$180.00
				Subtotal:	**$920.46**
Taxes & Surcharges					
VLF REC	10/11 - 24/11	14	DAY	$0.86	$12.04
HARMONIZED SALES TAX	10/11 - 09/12			13%	$122.90
VLF REC	24/11 - 09/12	15	DAY	$0.86	$12.90
				Total Charges:	**$1,068.30**

(1) $683.50 DND
(2) $261.90

VEH #2 2016 HYUN SONA SPTC
VIN#
LIC#
KM DRIVEN 356

Total Amount Due **$0.00**

PAYMENT INFORMATION

AMOUNT PAID	TYPE	CREDIT CARD NUMBER
$1,068.30	Mastercard	PENDING

VEH #1 2015 NISN ALTI 4DSV
VIN#
LIC#
KM DRIVEN 1064

12000

enterprise

C39ONTUC15ENG PAGE

MO 7:30 AM - 6:00 PM TU 8:00 AM - 6:00 PM WE 8:00 AM
TH 8:00 AM - 6:00 PM FR 8:00 AM - 6:00 PM SA 8:00 AM
SU CLOSED

OWNER OF VEHICLE: ENTERPRISE RENT A CAR CANADA COMPANY GST 889365821

BRANCH ADDRESS: 355 ST. PATRICK ST, OTTAWA, ON, K1P1C8 (613) 236-3366

s.18(a)
s.19(1)

RENTAL AGREEMENT NO D

RENTAL TYPE: BUSINESS SOURCE#: FEDERAL GO I.D.#: 999

DATE OUT: 10/11/2015 2:13 PM

RENTER: VAILLANCOURT DANIELLE

START CHARGES IF DIFFERENT

DAY = 24 HOUR PERI
VEHICLE $10.00/HOU
$28.49/DAY
$170.88/WE
$683.52/MO

ORIGINAL VEHICLE

COLOUR: RED MED
LICENCE NO.:
MODEL: ALTI
UNIT#: 7K4064

KILOMETRES IN:
KILOMETRES OUT: 29009
DRIVEN:

BILL TO COMPANY: N
ATTN: PHONE EXT.
REFERENCE NUMBER:

NO CHARGE

CONDITION AGREED TO X RENTER — X= DENT — SCRATCH O= MISSING — NO DAMAGE

FUEL OUT E 1/8 1/4 3/8 1/2 5/8 3/4 7/8 F
FUEL IN E 1/8 1/4 3/8 1/2 5/8 3/4 7/8 F

ADDITIONAL AUTHORIZED DRIVER(S) - EXCEPT AS REQUIRED BY LAW, NONE PERMITTED WITHOUT OWNER'S WRITTEN APPROVAL.

I REQUEST OWNER'S PERMISSION TO ALLOW PATRICK CERENETTE

WHO IS UNDER MY CONTROL AND DIRECTION TO DRIVE VEHICLE FOR ME AND ON MY BEHALF. I AM RESPONSIBLE FOR THEIR ACTS WHILE THEY ARE DRIVING, AND FOR FULFILLING TERMS AND CONDITIONS OF THIS RENTAL AGREEMENT (AGREEMENT). USE OF VEHICLE BY AN UNAUTHORIZED DRIVER WILL AFFECT MY LIABILITY AND RIGHTS UNDER THIS AGREEMENT.

RENTER: X

ADDL DRIVER $7.99/

PERMISSION GRANTED TO OPERATE VEHICLE ONLY IN THE PROVINCE OF RENTAL AND THE FOLLOWING PROVINCE(S) OR STATES: ON/QC NO SMOKING NO PETS

OPERATION IN ANY OTHER PROVINCE OR COUNTRY WILL AFFECT YOUR LIABILITY AND RIGHTS UNDER THIS AGREEMENT.

OPTIONAL PRODUCTS NOTICE: OUR CONTRACT OFFERS, FOR AN ADDITIONAL CHARGE, AS OPTIONAL PRODUCTS: DAMAGE WAIVER, PERSONAL ACCIDENT INSURANCE, PERSONAL EFFECTS COVERAGE AND ROADSIDE ASSISTANCE PROTECTION. BEFORE DECIDING WHETHER TO PURCHASE ANY OF THESE PRODUCTS, YOU MAY WISH TO DETERMINE WHETHER YOUR PERSONAL INSURANCE OR CREDIT CARD PROVIDES YOU COVERAGE DURING THE RENTAL PERIOD. THE PURCHASE OF ANY OF THESE OPTIONAL PRODUCTS IS NOT REQUIRED TO RENT VEHICLE.

LIABILITY FOR LOSS BY ACCIDENT: PRIORITY OF AUTOMOBILE INSURANCE COVERAGE IS SUBJECT TO PROVINCIAL LAW. IF APPLICABLE, OWNER'S COVERAGE IS SUBJECT TO LIMITATIONS AND RESTRICTIONS. SEE PARAGRAPHS 7 & 8.

RENTER DECLINES	RENTER ACCEPTS	
RENTER DECLINES OPTIONAL DAMAGE WAIVER (DW) AND ASSUMES DAMAGE RESPONSIBILITY. SEE PARAGRAPH 6. RENTER: X Declines DW	RENTER ACCEPTS OPTIONAL DAMAGE WAIVER (DW) AT DAILY FEE SHOWN IN COLUMN TO RIGHT. RENTER IS RELIEVED OF DAMAGE RESPONSIBILITY UP TO AMOUNT INITIALLED. SEE OPTIONAL PRODUCTS NOTICE TO LEFT AND PARAGRAPH 16. DW IS NOT INSURANCE. X ALL DAMAGE Accepts DW	DW OR ERM $9.99/DA $59.94/W $239.76/
RENTER DECLINES OPTIONAL PERSONAL ACCIDENT INSURANCE/PERSONAL EFFECTS COVERAGE (PAI/PEC). SEE PARAGRAPH 9 AND 10. RENTER: X Declines PAI/PEC	RENTER ACCEPTS OPTIONAL PERSONAL ACCIDENT INSURANCE/PERSONAL EFFECTS COVERAGE (PAI/PEC) AT DAILY FEE SHOWN IN COLUMN TO RIGHT. SEE OPTIONAL PRODUCTS NOTICE TO LEFT AND PARAGRAPH 17. RENTER: X Accepts PAI/PEC	PAI/PEC $6.99/DAY
RENTER DECLINES OPTIONAL ROADSIDE ASSISTANCE PROTECTION (RAP). RENTER: X Declines RAP	RENTER ACCEPTS OPTIONAL ROADSIDE ASSISTANCE PROTECTION (RAP) AT DAILY FEE SHOWN IN COLUMN TO LOWER RIGHT. SEE OPTIONAL PRODUCTS NOTICE TO LEFT AND PARAGRAPH 18. RENTER: X Accepts RAP	RAP OR PAR $4.99/I

ACKNOWLEDGMENT OF THE ENTIRE AGREEMENT, WHICH CONSISTS OF PAGES 1 THROUGH 4. I HAVE READ AND AGREE TO THE TERMS AND CONDITIONS ON PAGES 1 THROUGH 4 OF THIS AGREEMENT AND BY MY SIGNATURE BELOW I AM THE "RENTER" UNDER THIS AGREEMENT. BY SIGNING BELOW, I AM AUTHORIZING OWNER TO PROCESS CHARGES ON MY CREDIT CARD(S) AND/OR DEBIT CARD(S) FOR ADVANCE DEPOSITS, INCREMENTAL AUTHORIZATIONS/DEPOSITS, AND CHARGES INCURRED, AS WELL AS PAYMENTS REFUSED BY A THIRD PARTY TO WHOM BILLING WAS DIRECTED. I CERTIFY THAT THE DRIVER'S LICENCE(S) PRESENTED IS CURRENTLY VALID AND IS NOT SUSPENDED, EXPIRED, REVOKED, CANCELLED OR SURRENDERED.

JE RECONNAIS AVOIR REÇU LA VERSION FRANÇAISE DE CE CONTRAT, PAGES 1 À 4.

FUEL CHARGE $1.45

REPLACEMENT VEHICLE

DATE OUT:
COLOUR: LICENCE NO.:
MODEL: UNIT#:
KILOMETRES IN: OUT:
DRIVEN:

RENTER: X DATE 10/11/2015

OWNER REP X EMPL.#

HST 13.00%/RENTAL
VLF REC $0.86/DAY

I WILL RETURN CAR BY: DEPOSIT(S):

DATE	TIME	AMOUNT	PAID BY	DATE PAID
09/12/2015	12:00 PM	$1,100.00		10/11/2015
		142565	MC	AUTH

CONDITION AGREED TO X RENTER — X= DENT — SCRATCH O= MISSING — NO DAMAGE

Scuffs P/S Door
scratches over P/S front wheel
scratch over back wheel D/S

FUEL OUT E 1/8 1/4 3/8 1/2 5/8 3/4 7/8 F
FUEL IN E 1/8 1/4 3/8 1/2 5/8 3/4 7/8 F

*SEE PARAGRAPH 3(d) ON REVERSE FOR EXPLANATION OF THE FUEL CONSERVATION SURCHARGE.

RENTER IS RESPONSIBLE FOR PROMPT PAYMENT OF ALL COSTS ASSOCIATED WITH HIGHWAY TRAFFIC ACT VIOLATIONS, PARKING INFRACTIONS, TOLL FEES, 407 EXPRESS TOLL FEES, IMPOUND FEES, PLUS AN ADMINISTRATIVE FEE (PER ITEM). X

TOTAL CHARGES
DEPOSITS
REFUNDS
AMOUNT DUE
CLOSED BY

PAID BY	CASH	CHEQUE
RECEIPT OF CASH REFUND	DATE	AMOUNT

1,692.58 1,052.39

16190316?

HQS office

Department of Justice Canada | Ministère de la Justice Canada

HOSPITALITY CLAIM
DEMANDE DE REMBOURSEMENT DE DÉPENSES D'ACCUEIL

Function - L'évènement	Date of Function / Date de l'évènement (Y-A M D-J)	Place(s) of Function - Lieu(x) de l'évènement
Working Lunch-Litigation Overview	2015 11 10 ✓	284 Wellington Street EMB-4037

Date	Type	Participants		Actual Cost - Coût réel		A
		Gov't of Canada Gouv. du Canada	Others Autres	Total Attendees Total des prticipants	Per Capita Cost Coût individuel	Total Cost Coût total
10/11/15	Lunch	5 ✓		5 ✓	$19.67	$98.34
				Totals Totaux	$19.67	$98.34

Date	Type (Other than food & beverage) Type (Autres que nourriture et boissons)	Number of Items Nombre d'articles	Cost per Item Coût par article	B Total Cost Coût total	A+B Total Hospitality Cost Coût total de l'accueil
					$98.34

Remarks - Remarques

Payee Name - Nom du bénéficiaire						Vendor Code - Code fournisseur	
Corner Kitchen						102824	
Commitment No. N° d'engagement	Cost Center Centre de coût	Fund - Fonds	Functional Area Domaine fonctionnel	Order - Ordre	GL - Compte général (2015 / 2401)	Amount including Tax Montant incluant taxe	GST / HST TPS / TVH
300250588-1	12000	15	4010		2401	98.34	11.13

Payee Name - Nom du bénéficiaire						Vendor Code - Code fournisseur	
Commitment No. N° d'engagement	Cost Center Centre de coût	Fund - Fonds	Functional Area Domaine fonctionnel	Order - Ordre	GL - Compte général (2015 / 2401)	Amount including Tax Montant incluant taxe	GST / HST TPS / TVH

Prepared by (*Type or print*) - Préparé par (*Dactylographier ou en caractères d'imprimerie*)	Tel. No. - N° de tél.	Date
Sylvie Crispin	(612) 482-9811	Nov. 12, 2015

Certified pursuant to Section 34 of the *Financial Administration Act*. Certifié en vertu de l'article 34 de la *Loi sur la gestion des finances publiques*.

Title - Titre

Marie-Josée Thivierge - Assistant Deputy Minister - CFO

Signature [signature] Date 23-11-2015

JUS 145-2 (2011/11)

Department of Justice Canada
Ministère de la Justice Canada

CCM #: 2015-013044

APPROVAL SLIP

HOSPITALITY CLAIM

For approval by:	Marie-Josée Thivierge, ADM-CFO
Event:	Working Lunch - Litigation Overview
Sector:	Minister's Office
Host:	The Honourable Jody Wilson-Raybould
Hospitality Amount:	98.34 $
Event Amount:	98.34 $
Vendor(s) / Claimant(s):	Corner Kitchen
Date(s) of the Event:	November 10, 2015

RECOMMENDATION FOR: Marie-Josée Thivierge, ADM-CFO

Your approval under Section 34 of the *Financial Administration Act* is required for this invoice

The Honourable Jody Wilson-Raybould, attended

CONSIDERATIONS:

1. The actual per capita cost for the lunch is below the TBS standard cost per person.
2. The Hounourable Peter MacKay approved the expenditure initiation and Section 32 of the *FAA* on the THCEE.

RECOMMENDED BY:	SIGNATURE	DATE
Carla Garcia *Chief, Accounting Operations and Client Services*	[signature]	Nov. 20 '15
Karoline Poiré Michelle Fortin [?] *Manager, Accounting Operations and Client Services*	[signature]	20-11-15
Éric Trépanier *Director General, Deputy Chief Financial Officer*	[signature]	20/11/15

Please send payment to address on this invoice only

CK

Q 12308

Place de Ville, 320 Queen Street (Mall Level)
Ottawa, Ontario K1R 5A3 Tel/Fax: (613) 594-8455
www.wecateroffices.com

COMPANY NAME:	DEL. DAY	DATE
Justice	Tue.	Nov 10. ✓
ADDRESS: 284 Wellington. Sparks	DELIVERY TIME 11:00	
CONTACT PERSON & PHONE NO: KARien 952. 5290	GIVE INV. TO:	# OF PEOPLE

	TOTAL	
2 sm tray		
Cheese. meat	41	70
Sm fruit + veg tray.	30	25
3 500mL Perrier	5	13
1 pot C	9.	95
Subtotal.	87	03
HST	11	13
Total	98	34
Net 30 Days. Interest of 2% per month will apply to overdue accounts. SUB TOTAL	~~77~~	~~08~~
☐ Terms of payment ______ H.S.T.	~~10~~	~~02~~
Received ______ TOTAL	~~87~~	~~10~~
HST/GST #87179 2842 RT0001		

Customer assumes responsibility for equipment.

Department of Justice Canada / Ministère de la Justice Canada

Fiscal Year / Année financière: 2015-2016

HOSPITALITY CLAIM PAYMENT VOUCHER / BORDEREAU DE PAIEMENT POUR UNE DEMANDE DE REMBOURSEMENT POUR DÉPENSES D'ACCUEIL

For approval by / Pour approbation par	Marie-Josée Thivierge, ADM-CFO	Vendor(s) name / Nom du (des) fournisseur(s)	Corner Kitchen
Event / Événement	Working Lunch - Litigation Overview		
Sector / Secteur	Minister's Office		
Host / Hôte	The Honourable Jody Wilson-Raybould	Total hospitality cost / Coût total de l'accueil	$ 98.34
Event location(s) / Lieu(x) de l'événement	Justice Canada	Other costs / Autres coûts	$ -
Date(s) of the event / Date(s) de l'événement	Tuesday, November 10, 2015	Total cost of the event / Coût total de l'événement	$ 98.34

	MEALS / REPAS	NUMBER OF PARTICIPANTS / NOMBRE DE PARTICIPANTS				TBS LIMITS / LIMITES DU SCT		COST / COÛT PER CAPITA	TOTAL COST / COÛT TOTAL (incl. taxes & gratuities / incl. taxes et pourboire)	
		Approved / Autorisé		Actual / Réel						
Date	Item Detail / Élément détaillé Please detail the refreshment (ex. coffee, tea, muffins, etc.) / Veuillez détailler les rafraîchissement (ex: café, thé, biscuits, etc.)	Public servant(s) / Fonctionnaire(s)	Non-public servant(s) / Non fonctionnaire(s)	Public servant(s) / Fonctionnaire(s)	Non-public servant(s) / Non fonctionnaire(s)	Average / Moyenne	Maximum	Actual / Réel	Approved / Autorisé	Actual / Réel
11/10/2015	Lunch: Cheese and meat tray, fruit and vegetable tray, Perrier and coffee			5		33.60	50.40	19.67		98.34
							-	-		
							-	-		
							-	-		
							-	-		
							-	-		
							-	-		
							-	-		
							-	-		
							-	-		

Due to the formatting of some of the cells, the amounts are rounded to the second decimal.
Compte tenu du formatage, les montants sont arrondis à la deuxième décimale.

	Approved / Autorisé	Actual / Réel
Total hospitality cost / Coût total de l'accueil		98.34
Other costs / Autres coûts	-	-
Total cost of the event / Coût total de l'événement	-	98.34

Comments / Commentaires

1. The actual per capita cost for the lunch is below the TBS standard cost per person.
2. The Hounourable Peter MacKay approved the expenditure initiation and Section 32 of the *FAA* on the THCEE.

Prepared by / Préparé par: Samantha Allard — Signature: [signature] — Date (D-J / M / Y-A): 19/11/2015

Name (type or print) / Nom (lettres moulées ou caractères d'imprimerie)

Account verified by Finance / Compte vérifié par Finances: Samantha Allard — Signature: [signature] — Date (D-J / M / Y-A): 19/11/2015

Name (type or print) / Nom (lettres moulées ou caractères d'imprimerie)

Crispin, Sylvie

From: Sheridan, Kathleen (DMO)
Sent: November 12, 2015 11:06 AM
To: Crispin, Sylvie
Subject: RE: Lunch Nov. 10

Bonjour Sylvie,

Here are the participants:

The Minister 1
Pierre Legault 2
Geoffrey Bickert 3
Scott Nesbitt 4
Eric Lafleur 5

There was no agenda for the meeting. ✓

Merci!

Kathleen

From: Crispin, Sylvie
Sent: 2015-Nov-12 10:26 AM
To: Sheridan, Kathleen (DMO)
Subject: Lunch Nov. 10

Hi Kathleen,

Do you have the agenda and the participant's list for the lunch which has been hold on Nov. 10 and the name of the event?

Invoice: Corner Kitchen $98.34

merci

Ministère de la Justice Canada Department of Justice Canada

Sylvie Crispin
Agente d'administration p.i./ A-Administrative Officer
Groupe du SM, Centre d'affaires / DM Group Business Centre
284, rue Wellington (ÉCE/EMB- 4143A) NEW
Ottawa, Ontario K1A 0H8
613-482-9811 NEW
sylvie.crispin@justice.gc.ca

TAB #	Section 1: Activity Information (Mandatory) / Information sur les activités (obligatoire)																Section 3		Section 4: Conferences			Section 5: Events - Other		Section 6: Summary / Sommaire						
	What? / Quoi?	Why? (explain why it is required) / Pourquoi? (expliquer la nécessité)	Rationale for # of Participants / Rationale pour # de participants	Date		Location / Emplacement	# of Participants / Nombre de participants		Why not virtual presence? / Pourquoi ne pas utiliser la méthode virtuelle?	Travel Category / Catégorie de voyage	Travel Type / Type de voyage	Estimated Expenditures / Estimation des dépenses	Blanket Travel Authority and Annual Authority to Extend Hospitality / Autorisation générale de voyager et Autorisation pour des activités d'accueil annuelles (BTA and AAEH/AGV et AAAA)			Forecasted Expenditures / Dépenses prévues		# of Participants / Nombre de participants		Forecasted Expenditures / Dépenses prévues	Type of Expenditure / Catégorie de dépenses	Forecasted Expenditures / Dépenses prévues	Total Forecasted Expenditures / Dépenses prévues total	[illegible]	Contact / Resource		Sector / Secteur	Core or Non-Core / Essentielles ou non-essentielles	Why submitted to MIN?
	Name or brief description / Nom ou description brève	Purpose (relevance) of Activity / But (objectif) de l'activité		From / De	To / À	Venue, City / Lieu, ville	Public Servant / Fonctionnaire	Non-Public Servant / Non-fonctionnaire				Total	Yes / Oui No / Non	Exceeded (Estimated)	Maximum	Cost per individual / Coût par individu	Total Cost / Coût total	Public Servant / Fonctionnaire	Non-Public Servant / Non-fonctionnaire	Total Cost / Coût total		Total Cost / Coût total			Name / Nom	Phone / Téléphone			
MIN-1	Hospitality through the FY 2015-2016 for various events/ meetings hosted by the DM.	Hospitality events include, Café Entre Nous, holiday pancake breakfast and DM hosting meetings and other events.	Unknown number of participants at the present time for each event.	April 2015	March 2016	Ottawa, ON			Virtual presence is not an option	Internal governance / Gouvernance interne	National travel / Voyage national		Yes / Oui	Unknown	5,000		5,000						5,000.00		Suzanne Désormeaux	613-957-4998	DMO	Non-Core	Hospitality > 5K$
MIN 2	Management Information Session (4 events /year)	Management Information Sessions provide a forum for the Deputy Minister and his Associates to engage and to share strategic information with members of the DoJ EX and LC communities. This also gives departmental leaders the opportunity to make informative presentations to their colleagues. There are up to four (4) of these per fiscal year.	All NCR and regional departmental LCs and EXs participate for a total of 292 (regions via webcast)	4 events in total - 1 activity per quarter (specific dates TBD)	TBD	Ottawa, ON							No / Non								Room rental, Audio-visual costs and Interpretation Services	45,000	48,000.00		Karen Bron	613-259-7479	AMIG	Non-Core	Event > 25K$

TAB #	Section 1: Activity Information (Mandatory) / Information sur les activités (obligatoire)								Section 2							Section 3 Hospitality		Section 4 Conferences			Section 5: Events - Other		Section 6: Summary / Sommaire						
	What? / Quoi?	Why? (explain why it is required) / Pourquoi? (expliquer la nécessité)	Rationale for # of Participants / Rationale pour # de participants	Date		Location / Emplacement	# of Participants / Nombre de participants		Why not virtual presence? / Pourquoi ne pas utiliser la méthode virtuelle ?	Travel Category / Catégorie de voyage	Travel Type / Type de voyage	Estimated Expenditures / Estimation des dépenses	Blanket Travel Authority and Annual Authority to Extend Hospitality / Autorisation générale de voyager et Autorisation annuelle pour des activités d'accueil (BTA and AAEH / AGV et AAAA)			Forecasted Expenditures / Dépenses prévues		# of Participants / Nombre de participants		Forecasted Expenditures / Dépenses prévues	Type of Expenditure / Catégorie de dépenses	Forecasted Expenditures / Dépenses prévues	Total Forecasted Expenditures / Dépenses prévues total	Approved by [illegible]	Contact / Ressource		Sector / Secteur	Core or Non-Core / Essentielles ou non-essentielles	Why submitted to [illegible]?
	[illegible]	Purpose (Objective) of Activity / But (objectif) de l'activité		From / De	To / À	Venue, City / Lieu, ville	Public Servant / Fonctionnaires	Non-Public Servant / Non-fonctionnaires				Total	Yes / Oui [illegible]	Estimated # [illegible]	Maximum Cost [illegible]	Cost per individual / Coût par individu	Total Cost / Coût total	Public Servant / Fonctionnaires	Non-Public Servant / Non-fonctionnaires	Total Cost / Coût total		Total Cost / Coût total			Name / Nom	Phone # / # de téléphone			
MIN-3	Various travel, conference and training for the Ombudsman & the staff of the Office.	The Office is an arm's-length program activity of the DoJ with blanket authority for travel, training, conference; The Office has, and will continue to seek the approval of the Minister's Office for significant hospitality, will continue to report on its overall expenditures; due to the nature of victim-related activities, including events that rely on and receive last-minute funding from various levels of Government.	0	April 2015	March 2016	Various			Virtual presence is not an option.	Core mandate / Mandat de base	National Travel / Voyage national	94,000	Yes / Oui	25	94,000					5,000			99,000.00	[illegible]	Danielle Vaillancourt	[illegible]-1209	Ombudsman	Core	Ombudsman / Conf >5K
MIN-4	Event - Victims Week 10th Anniversary Vancouver Symposium	Victims Week 10th Anniversary	This event is open to the public. Estimates are based on last year's attendance.	2015-Apr-21	2015-Apr-23	Coast Coal Harbour Hotel, Vancouver, BC	2	20	Virtual presence is not an option.	Core mandate / Mandat de base	National Travel / Voyage national	33,916	No / Non			32.75 for lunch and 2 breaks at 7.53$/person	12,125				Venue rental, Audio visual, Keynote Speaker Fee	17,500	63,541.00	[illegible]	Laura Phillips	613 957-9559	Policy	Core	Hospitality > 5K$

Section	Field		Record 1	Record 2
	TAB #		MAH-5	MAH-6
Section 1: Activity Information (Mandatory) / Information sur les activités (obligatoire)	What? / Quoi ?	Name or brief description / Nom ou description brève	Event - Victims Week 10th Anniversary Halifax Symposium	Event - Victims Week Annual Ottawa Symposium
	Why? (explain why it is required) / Pourquoi ? (expliquer la nécessité)	Purpose (objective) of Activity / But (objet) de l'activité	Victims Week 10th Anniversary	Annual Event
	Rationale for # of Participants / Rationale pour # de participants		This event is open to the public. Estimates are based on last year's attendance.	This event is open to the public. Estimates are based on last year's attendance
	Date	From / De	2015-Apr-23	2015-Apr-20
		To / À	2015-Apr-25	2015-Apr-20
	Location / Emplacement	Venue, City / Lieu, Ville	Saint Mary's University, Halifax, NS	Gatineau, QC
	# of Participants / Nombre de participants	Non-Public Servant / Non-fonctionnaires	23	20
		Public Servant / Fonctionnaires	21	
	Why not virtual presence? / Pourquoi ne pas utiliser la méthode virtuelle ?		Virtual presence is not an option.	Virtual presence is not an option.
	Travel Category / Catégorie de voyage		Core mandate / Mandat de base	Core mandate / Mandat de base
	Travel Type / Type de voyage		National Travel / Voyage national	National Travel / Voyage national
	Estimated Expenditures / Estimation des dépenses	Total	13,926	34,532
	Blanket Travel Authority and Annual Authority to Extend Hospitality / Autorisation générale de voyager et Autorisation pour des activités d'accueil annuelles (BTA and AAEH / AGV et AAAA)	Yes / Oui No / Non	No / Non	No / Non
		Estimated # of activities / # estimatif d'activités		
		Maximum Cost for all Activities / Montant maximal pour toutes les activités		
Section 3: Hospitality	Forecasted Expenditures / Dépenses prévues	Cost per Individual / Coût par individu	32.75 for lunch and 2 breaks at 7.885/person	32.75 and 2 breaks at 7.885/person
		Total Cost / Coût total	12,115	12,115
Section 4: Conferences	# of Participants / Nombre de participants	Public Servant / Fonctionnaires		
		Non-Public Servant / Non-fonctionnaires		
	Forecasted Expenditures / Dépenses prévues	Total Cost / Coût total		
Section 5: Events - Other	Type of Expenditure / Catégorie de dépenses		Venue rental, Audio visual, Keynote Speaker Fee	Venue rental, Audio visual, Keynote Speaker Fee, Symposium Materials, Translation, Communications Products, Graphic Design
	Forecasted Expenditures / Dépenses prévues	Total Cost / Coût total	17,500	51,500
Section 6: Summary / Sommaire	Total Forecasted Expenditures / Dépenses prévues total		63,541.03	98,547.03
	Approved by the Head / Approuvé par le chef (initials)			
	Contact / Ressource	Name / Nom	Laura Phillips	Laura Phillips
		Phone # / # de téléphone	613-324-3839	613-957-9559
	Sector / Secteur		Policy	Policy
	Core or Non-Core / Essentielles ou non-essentielles		Core	Core
	Why submitted to MIN?		Hospitality > 5K$	Hospitality > 5K$

TAB #	Section 1: Activity Information (Mandatory) / Information sur les activités (obligatoire) — What? / Quoi ? (Name and brief description / Nom et brève description)	Why? (explain why it is required) / Pourquoi ? (expliquer la nécessité) — Purpose (objectives) of activity / But (objectifs) de l'activité	Rationale for # of Participants / Rationale pour # de participants	Date — From / De	Date — To / À	Location / Emplacement — Venue, City / Lieu, ville	# of Participants / Nombre de participants — Public Servants / Fonctionnaires	# of Participants / Nombre de participants — Non-Public Servants / Non-fonctionnaires	Why not virtual presence? / Pourquoi ne pas utiliser la méthode virtuelle ?	Travel Category / Catégorie de voyage	Travel Type / Type de voyage	Estimated Expenditures / Estimation des dépenses — Total	Blanket Travel Authority and Annual Authority to Extend Hospitality / Autorisation générale de voyager et Autorisation annuelle d'accueil pour des activités (BTA and AAEH / AGV et AAAA) — Yes / Oui, No / Non	Extended to activities / [illegible]	Maximum Cost for Activities / [illegible]	Forecasted Expenditures / Dépenses prévues — Cost per [illegible] / Coût par [illegible]	Forecasted Expenditures / Dépenses prévues — Total Cost / Coût total	Section 4: Conferences — # of Participants / Nombre de participants — Public Servants / Fonctionnaires	Section 4: Conferences — Non-Public Servants / Non-fonctionnaires	Forecasted Expenditures / Dépenses prévues — Total Cost / Coût total	Section 5: Events - Other — Type of Expenditure / Catégorie de dépenses	Section 5: Events - Other — Forecasted Expenditures / Dépenses prévues — Total Cost / Coût total	Section 6: Summary / Sommaire — Total Forecasted Expenditures / Dépenses prévues totales	Approved [illegible]	Contact / Ressource — Name / Nom	Contact / Ressource — Phone # / # de téléphone	Sector / Secteur	Core or Non-Core / Essentielles ou non essentielles	Why submitted to MIN?
[illegible] 7	FPT -Deputy Minister's meeting	FPT -Deputy Minister's meeting		2015-Jun-10	2015-Jun-12	Winnipeg, MB	7		Virtual presence is not an option.	Core mandate / Mandat de base	National Travel / Voyage national	5,400	No / Non			172.45 (59.15 per day) - lunch and 3 refreshments	14,196						22,596.00		R. M. Guerra	613-9[illegible]-6655	Policy	Core	Hospitality > 5K$

GRAN TOTAL $ 400,225.00

Section 8: Approvals / Approbations

Expenditure Initiation Authority and Certified pursuant to Section 32 of the *Financial Administration Act* /
Pouvoir d'engagement des dépenses et Certifié en vertu de l'Article 32 de la *Loi sur la gestion des finances publiques*

Name / Title	Initials	Date
Eric Trépanier / Director General and Deputy Chief Financial Officer	[signature]	[illegible]
Marie-Josée Thivierge / ADM Management Sector and CFO	[signature]	[illegible]
Pierre Legault / Associate Deputy Minister	[signature]	MAR 0 9 2015
William F. Pentney / Deputy Minister	[signature]	MAR 0 9 2015
Honourable Peter MacKay / Minister	[signature]	MAR 3 1 2015

Department of Justice Canada | Ministère de la Justice Canada

HOSPITALITY CLAIM | **DEMANDE DE REMBOURSEMENT DE DÉPENSES D'ACCUEIL**

Function - L'évènement	Date of Function / Date de l'évènement (Y-A M D-J)	Place(s) of Function - Lieu(x) de l'évènement
Consultation	2015 11 11.	73 North Restaurant 73, Spark Street Ottawa On K1J 3N6

Date	Type	Participants: Gov't of Canada / Gouv. du Canada	Participants: Others / Autres	Actual Cost - Coût réel: Total Attendees / Total des prticipants	Actual Cost - Coût réel: Per Capita Cost / Coût individuel	A Total Cost / Coût total
11/11/2015	Breakfast		2	2	$11.13	$22.25
				Totals / Totaux	$11.13	$22.25

Date	Type (Other than food & beverage) / Type (Autres que nourriture et boissons)	Number of Items / Nombre d'articles	Cost per Item / Coût par article	B Total Cost / Coût total	A+B Total Hospitality Cost / Coût total de l'accueil
					$22.25

Remarks - Remarques

The Deputy Minister paid for 2 people only

Payee Name - Nom du bénéficiaire	Vendor Code - Code fournisseur
William F. Pentney	27327957

Commitment No. / N° d'engagement	Cost Center / Centre de coût	Fund - Fonds	Functional Area / Domaine fonctionnel	Order - Ordre	GL - Compte général (2015 / 2401)	Amount including Tax / Montant incluant taxe	GST / HST / TPS / TVH
300250588	12000	15	4010		2401	22.25	2.56

Payee Name - Nom du bénéficiaire	Vendor Code - Code fournisseur

Commitment No. / N° d'engagement	Cost Center / Centre de coût	Fund - Fonds	Functional Area / Domaine fonctionnel	Order - Ordre	GL - Compte général (2015 / 2401)	Amount including Tax / Montant incluant taxe	GST / HST / TPS / TVH

Prepared by (*Type or print*) - Préparé par (*Dactylographier ou en caractères d'imprimerie*)	Tel. No. - N° de tél.	Date
Sylvie Crispin	(613) 482-9811	19/11/15

Certified pursuant to Section 34 of the *Financial Administration Act*. Certifié en vertu de l'article 34 de la *Loi sur la gestion des finances publiques*.

Title - Titre

Marie-Josée Thivierge - Assistant Deputy Minister - CFO

[signature] Signature — 26-11-2015 Date

JUS 145-2 (2011/11)

Hi Sylvie
The cost of 2 breakfasts
should be:

4.99 + 2.25 + 9.50 + 2.95
= 19.69 x 13% = 22.25

Please update claim.
Thanks!
Samantha

s.19(1)

73 NORTH
RESTAURANT
73 Sparks Street
Ottawa, Ontario
K1J 3N6
Tel: 613-234-7152
Check #: 73263

Server: [redacted] Date: 11/11/2015
Table: 38 Time: 08:09
Client: 1

	[redacted] - 1 coffee - 1 bfast special	
2	Breakfast Spec	9.98
	coffee	2.25
	coffee	2.25
1	two pancakes meat [redacted]	9.50
	herbal tea	2.95

SUB-TOTAL: 26.93
TOTAL TAXES : 3.50

TOTAL: 30.43

>>> THANK YOU >>>>

4.99
2.25
2.95
9.50
24.68
3.21
27.89

No agenda
CONSULTATION

16 19013931

Department of Justice Canada
Ministère de la Justice Canada

CCM #: 2015-013492

s.19(1)

APPROVAL SLIP

HOSPITALITY CLAIM

For approval by:	Marie-Josée Thivierge, ADM-CFO
Event:	Breakfast with
Sector:	Deputy Minister's Office
Host:	William Pentney
Hospitality Amount:	22.25 $
Event Amount:	22.25 $
Vendor(s) / Claimant(s):	William F. Pentney
Date(s) of the Event:	November 11, 2015

NOV 26 2015
Assistant Deputy Minister / Sous-ministre adjoint
Management Sector / Secteur de la gestion

RECOMMENDATION FOR: Marie-Josée Thivierge, ADM-CFO

Your approval under Section 34 of the *Financial Administration Act* is required for this invoice.

William Pentney, attended

CONSIDERATIONS:

1. The actual per capita cost for the breakfast is below the TBS standard cost per person.
2. The Honourable Peter MacKay approved the expenditure initiation and Section 32 of the *FAA* on the THCEE.

RECOMMENDED BY:	SIGNATURE	DATE
Carla Garcia *Chief, Accounting Operations and Client Services*	[signature]	Nov. 24 '15
Karoline Poiré *Manager, Accounting Operations and Client Services*	[signature]	Nov 24. 2015
Éric Trépanier /acting *Director General, Deputy Chief Financial Officer*	[signature]	24 nov 15

s.19(1)

Department of Justice Canada / Ministère de la Justice Canada

Fiscal Year / Année financière: 2015-2016

HOSPITALITY CLAIM PAYMENT VOUCHER / BORDEREAU DE PAIEMENT POUR UNE DEMANDE DE REMBOURSEMENT POUR DÉPENSES D'ACCUEIL

For approval by / Pour approbation par	Marie-Josée Thivierge, ADM-CFO	Vendor(s) name / Nom du (des) fournisseur(s)	William F. Pentney	
Event / Événement	Breakfast with			
Sector / Secteur	Deputy Minister's Office			
Host / Hôte	William Pentney	Total hospitality cost / Coût total de l'accueil	$	22.25
Event location(s) / Lieu(x) de l'événement	73 North Restaurant	Other costs / Autres coûts	$	-
Date(s) of the event / Date(s) de l'événement	November 11, 2015	Total cost of the event / Coût total de l'événement	$	22.25

Date	MEALS / REPAS: Item Detail / Élément détaillé. Please detail the refreshment (ex: coffee, tea, muffins, etc.) / Veuillez détailler les rafraîchissement (ex: café, thé, biscuits, etc.)	NUMBER OF PARTICIPANTS / NOMBRE DE PARTICIPANTS: Approved / Autorisé – Public servant(s) / Fonctionnaire(s)	Approved / Autorisé – Non public servant(s) / Non fonctionnaire(s)	Actual / Réel – Public servant(s) / Fonctionnaire(s)	Actual / Réel – Non public servant(s) / Non fonctionnaire(s)	TBS LIMITS / LIMITES DU SCT: Average / Moyenne	Maximum	COST / COÛT PER CAPITA: Actual / Réel	TOTAL COST / COÛT TOTAL (incl. taxes & gratuities / incl. taxes et pourboire): Approved / Autorisé	Actual / Réel
11/11/2015	Breakfast special, coffee, pancakes and herbal tea				2	24.83	37.25	11.13		22.25
							-	-		
							-	-		
							-	-		
							-	-		
							-	-		
							-	-		
							-	-		
							-	-		
							-	-		
							-	-		
								Total hospitality cost / Coût total de l'accueil		22.25
								Other costs / Autres coûts	-	-
								Total cost of the event / Coût total de l'événement	-	22.25

Due to the formatting of some of the cells, the amounts are rounded to the second decimal.
Compte tenu du formatage, les montants sont arrondis à la deuxième décimale.

Comments / Commentaires

1. The actual per capita cost for the breakfast is below the TBS standard cost per person.
2. The Honourable Peter MacKay approved the expenditure initiation and Section 32 of the *FAA* on the THCEE.

Prepared by / Préparé par: Mélissa Glazer	[signature]	23/11/15
Name (type or print) / Nom (lettres moulées ou caractères d'imprimerie)	Signature	Date (D-J / M / Y-A)
Account verified by Finance / Compte vérifié par Finances: Melissa Glazer	[signature]	23/11/15
Name (type or print) / Nom (lettres moulées ou caractères d'imprimerie)	Signature	Date (D-J / M / Y-A)

Department of Justice Canada — Ministère de la Justice Canada

HOSPITALITY CLAIM — DEMANDE DE REMBOURSEMENT DE DÉPENSES D'ACCUEIL

Function - L'évènement	Date of Function / Date de l'évènement (Y-A M D-J)	Place(s) of Function - Lieu(x) de l'évènement
Consultation	2015 11 11	73 North Restaurant 73, Spark Street Ottawa On K1J 3N6

Date	Type	Participants: Gov't of Canada / Gouv. du Canada	Participants: Others / Autres	Actual Cost - Coût réel: Total Attendees / Total des prticipants	Actual Cost - Coût réel: Per Capita Cost / Coût individuel	A Total Cost / Coût total
11/11/2015	Breakfast		2	2 ✓	$11.13	$22.25
				Totals / Totaux	$11.13	$22.25

Date	Type (Other than food & beverage) / Type (Autres que nourriture et boissons)	Number of Items / Nombre d'articles	Cost per Item / Coût par article	B Total Cost / Coût total	A+B Total Hospitality Cost / Coût total de l'accueil
					$22.25 ✓

Remarks - Remarques

The Deputy Minister paid for 2 people only

Payee Name - Nom du bénéficiaire						Vendor Code - Code fournisseur	
William F. Pentney						27327957	
Commitment No. / N° d'engagement	Cost Center / Centre de coût	Fund - Fonds	Functional Area / Domaine fonctionnel	Order - Ordre	GL - Compte général (2015 / 2401)	Amount including Tax / Montant incluant taxe	GST / HST / TPS / TVH
300250588	12000	15	4010		2401	22.25	2.56

Payee Name - Nom du bénéficiaire						Vendor Code - Code fournisseur	
Commitment No. / N° d'engagement	Cost Center / Centre de coût	Fund - Fonds	Functional Area / Domaine fonctionnel	Order - Ordre	GL - Compte général (2015 / 2401)	Amount including Tax / Montant incluant taxe	GST / HST / TPS / TVH

Prepared by (*Type or print*) - Préparé par (*Dactylographier ou en caractères d'imprimerie*)	Tel. No. - N° de tél.	Date
Sylvie Crispin	(613) 482-9811	19/11/15

Certified pursuant to Section 34 of the *Financial Administration Act*. Certifié en vertu de l'article 34 de la *Loi sur la gestion des finances publiques*.

Title - Titre

Marie-Josée Thivierge - Assistant Deputy Minister - CFO

Signature [signed] — Date 26-11-2015

JUS 145-2 (2011/11)

s.19(1)

73 NORTH
RESTAURANT
73 Sparks Street
Ottawa, Ontario
K1J 3N6
Tel: 613-234-7152
Check #: 73263

Server: [redacted] Date: 11/11/2015
Table: 38 Time: 08:09
Client: 1

2	Breakfast Spec	9.98
	coffee	2.25
	coffee	2.25
1	two pancakes meat	9.50
	herbal tea	2.95

SUB-TOTAL: 26.93
TOTAL TAXES : 3.50

TOTAL: 30.43

>>> THANK YOU >>>>

1 coffee
1 bfast special

9.98 ÷ 2 = 4.99 breakfast special

No agenda
CONSULTATION

St-Germain, Paul

Subject:	Breakfast with ([redacted] (confirmed)
Location:	73 North
Start:	Wed 11/11/2015 7:30 AM
End:	Wed 11/11/2015 8:30 AM
Recurrence:	(none)
Organizer:	Pentney, William

s.19(1)

That time works well for us, thanks Suzanne. We shall see Mr Pentney there.

Thanks for the arrangements.

Cheers,

TAB #	Section 1: Activity Information (Mandatory) / Information sur les activités (obligatoire)						[illegible]									Section 3: Hospitality /		Section 4: Conferences /			Section 5: Events - Other		Section 6: Summary / Sommaire						
	What? / Quoi?	Why? (explain why it is required) / Pourquoi? (expliquer la nécessité)	Rationale for # of Participants / Raison du # de participants	Date		Location / Emplacement	# of Participants / Nombre de participants		Why not virtual presence? / Pourquoi ne pas utiliser la méthode virtuelle?	Travel Category / Catégorie de voyage	Travel Type / Type de voyage	Estimated Expenditures / Estimation des dépenses	Blanket Travel Authority and Annual Authority to Extend Hospitality / Autorisation générale de voyager et Autorisation pour des activités d'accueil annuelles (DTA and AAEH / AGV et AAAA)			Forecasted Expenditures / Dépenses prévues		# of Participants / Nombre de participants		Forecasted Expenditures / Dépenses prévues	Type of Expenditure / Catégorie de dépenses	Forecasted Expenditures / Dépenses prévues	Total Forecasted Expenditures / Dépenses prévues total	Approved or Declined / Approuvé ou refusé	Contact / Ressource		Sector / Secteur	Core or Non-Core / Essentielles ou non-essentielles	Why submitted to MO?
	Name or brief description / Nom ou description brève	Purpose (objective) of Activity / But (objectif) de l'activité		From / De	To / À	Venue, City / Lieu, ville	Public Servants / Fonctionnaires	Non-Public Servants / Non-fonctionnaires				Total	Yes / Oui No / Non	Estimated # of activities / Nombre estimé d'activités	Maximum cost for all activities / Coût maximal pour toutes les activités	Cost per individual / Coût par individu	Total Cost / Coût total	Public Servants / Fonctionnaires	Non-Public Servants / Non-fonctionnaires	Total Cost / Coût total		Total Cost / Coût total			Name / Nom	Phone / Téléphone			
MIN 1	Hospitality through the FY 2015-2016 for various events/ meetings hosted by the DM.	Hospitality events include, Café Entre Nous, holiday pancake breakfast and DM hosting meetings and other events.	Unknown number of participants at the present time for each event.	April 2015	March 2016	Ottawa, ON			Virtual presence is not an option.	Internal governance / Gouvernance interne	National Travel / Voyage national		Yes / Oui	Unknown	5,000		5,000						5,000.00	Approved - see section 8	Susanne Desormeaux	613-957-4598	DMO	Non-Core	Hospitality > 5K$
MIN 2	Management Information Session (4 events /year)	Management Information Sessions provide a forum for the Deputy Minister and his Associates to engage and to share strategic information with members of the DoJ EX and LC communities. This also gives departmental leaders the opportunity to make informative presentations to their colleagues. There are up to four (4) of these per fiscal year.	All NCR and regional departmental LCs and EXs participate for a total of 252 (regions via webcast)	4 events in total - 1 activity per quarter (specific dates TBD)	TBD	Ottawa, ON							No / Non								Room rental, Audio-visual costs and Interpretation Services	48,000	48,000.00	Approved. see Section 8	Karen Bron	613-299-7477	MUG	Non Core	Event > 25K$

TAB #	Section 1: Activity Information (Mandatory) / Information sur les activités (obligatoire)											Section 2				Section 3		Section 4			Section 5: Events - Other		Section 6: Summary / Sommaire						
	What? / Quoi?	Why? / Pourquoi?	Rationale for # of Participants / Rationale pour # de participants	Date From / De	Date To / À	Location / Emplacement	# of Participants / Nombre de participants: Public Servants / Fonctionnaires	Non-Public Servants / Non-fonctionnaires	Why not virtual presence? / Pourquoi ne pas utiliser la méthode virtuelle?	Travel Category / Catégorie de voyage	Travel Type / Type de voyage	Estimated Expenditures / Estimation des dépenses: Total	Blanket Travel Authority and Annual Authority to Extend Hospitality (BTA and AAEH / AGV et AAAI): Yes / Oui No / Non	Estimated # of activities	Maximum Cost	Forecasted Expenditures / Dépenses prévues: Cost per Individual / Coût par individu	Total Cost / Coût total	# of Participants / Nombre de participants: Public Servants / Fonctionnaires	Non-Public Servants / Non-fonctionnaires	Forecasted Expenditures / Dépenses prévues: Total Cost / Coût total	Type of Expenditure / Catégorie de dépenses	Forecasted Expenditures / Dépenses prévues: Total Cost / Coût total	Total Forecasted Expenditures / Dépenses prévues total	[illegible]	Contact / Ressource: Name / Nom	Phone	Sector / Secteur	Core or Non-Core / Essentielles ou non-essentielles	Why submitted to MIN?
MIN-5	Event - Victims Week 10th Anniversary Halifax Symposium	Victims Week 10th Anniversary	This event is open to the public. Estimates are based on last year's attendance.	2015-Apr-23	2015-Apr-25	Saint Mary's University, Halifax, NS	2	20	Virtual presence is not an option.	Core mandate / Mandat de base	National Travel / Voyage national	33,926	No / Non			32.75 for lunch and 2 breaks at 7.83$/person	12,115				Venue rental, Audio visual, Keynote Speaker Fee	17,500	63,541.00		Laura Phillips	613-824-3839	Policy	Core	Hospitality > 5K$
MIN-6	Event - Victims Week Annual Ottawa Symposium	Annual Event	This event is open to the public. Estimates are based on last year's attendance	2015-Apr-20	2015-Apr-20	Gatineau, QC		20	Virtual presence is not an option.	Core mandate / Mandat de base	National Travel / Voyage national	34,932	No / Non			32.75 and 2 breaks at 7.02$/person	12,115				Venue rental, Audio visual, Keynote Speaker Fee, Symposium Materials, Translation, Communications Products, Graphic Design	51,500	98,547.00		Laura Phillips	613-957-9589	Policy	Core	Hospitality > 5K$

TAB #	Section 1: Activity Information (Mandatory) / Information sur les activités (obligatoire)																Section 3: Hospitality /		Section 4: Conferences /			Section 5: Events - Other		Section 6: Summary / Sommaire						
	What? / Quoi ?	Why? (explain why it is required) / Pourquoi ? (explique la nécessité)	Rationale for # of Participants / Rationale pour # de participants	Date		Location / Emplacement	# of Participants / Nombre de participants		Why not virtual presence? / Pourquoi ne pas utiliser la méthode virtuelle ?	Travel Category / Catégorie de voyage	Travel Type / Type de voyage	Estimated Expenditures / Estimation des dépenses	Blanket Travel Authority and Annual Authority to Extend Hospitality / Autorisation générale de voyager et Autorisation pour des activités d'accueil annuelles (BTA and AAEH / AGV et AAAA)			Forecasted Expenditures / Dépenses prévues		# of Participants / Nombre de participants		Forecasted Expenditures / Dépenses prévues	Type of Expenditure / Catégorie de dépenses	Forecasted Expenditures / Dépenses prévues	Total Forecasted Expenditures / Dépenses prévues total	Approved or Declined / Approuvé ou refusé (initiales)	Contact / Ressource		Sector / Secteur	Core or Non-Core / Essentielles ou non-essentielles	Why submitted to MIN?
	Name or brief description / Nom ou description brève	Purpose (objective) of Activity / But (objectif) de l'activité		From / De	To / À	Venue, City / Lieu, ville	Public Servant / Fonctionnaire	Non-Public Servant / Non-fonctionnaire				Total	Yes / Oui No / Non	Estimated # of activities / # estimatif d'activités	Maximum Cost for all Activities / Montant maximal pour toutes les activités	Cost per individual / Coût par individu	Total Cost / Coût total	Public Servant / Fonctionnaire	Non-Public Servant / Non-fonctionnaire	Total Cost / Coût total		Total Cost / Coût total			Name / Nom	Phone # / # de téléphone			
MIN-7	FPT -Deputy Minister's meeting	FPT -Deputy Minister's meeting	-	2015-Jun-10	2015-Jun-12	Winnipeg, MB	7	-	Virtual presence is not an option.	Core mandate / Mandat de base	National Travel / Voyage national	8,400	No / Non	-	-	177.45 (59.15 per day) - lunch and 3 refresments	14,196	-	-	-	-	-	22,596.00	Approved - see section 8	R. M. Guerra	613-946-6655	Policy	Core	Hospitality > 5K$
GRAN TOTAL																							$ 400,225.00						

Section 8: Approvals / Approbations

Expenditure Initiation Authority and Certified pursuant to Section 32 of the *Financial Administration Act* /
Pouvoir d'engagement des dépenses et Certifié en vertu de l'Article 32 de la *Loi sur la gestion des finances publiques*

Name	Initials	Date
Eric Trépanier / Director General and Deputy Chief Financial Officer	EG	10/02/15
Marie-Josée Thivierge / ADM Management Sector and CFO	m.gth	20/02/2015
Pierre Legault / Associate Deputy Minister		MAR 0 9 2015
William F. Pentney / Deputy Minister		MAR 0 9 2015
Honourable Peter MacKay / Minister		MAR 3 1 2015

(2) HOSPITALITY - MEET & GREET DEC 11, 2015

(2) (1)

Department of Justice Canada | Ministère de la Justice Canada

HOSPITALITY CLAIM | **DEMANDE DE REMBOURSEMENT DE DÉPENSES D'ACCUEIL**

s.19(1)

Function - L'évènement	Date of Function / Date de l'évènement (Y-A M D-J)	Place(s) of Function - Lieu(x) de l'évènement
Rencontre avecles deux secrétaires parlementaires de la ministre de la Justice et procureur général du Canada	2015 12 11	Hôtel Marriott 100 Kent Ottawa, Ontario

Date	Type	Participants: Gov't of Canada / Gouv. du Canada	Participants: Others / Autres	Actual Cost - Coût réel: Total Attendees / Total des prticipants	Actual Cost - Coût réel: Per Capita Cost / Coût individuel	A Total Cost / Coût total
15-12-11	lunch	3		3	$28.16	$84.47
				Totals / Totaux	$28.16	$84.47

Date	Type (Other than food & beverage) / Type (Autres que nourriture et boissons)	Number of Items / Nombre d'articles	Cost per Item / Coût par article	B Total Cost / Coût total	A+B Total Hospitality Cost / Coût total de l'accueil
15-12-11	*location - salle de réunion*	1	200$ + taxes	$232.78	$317.25

Remarks - Remarques

Jody Wilson-Raybould, ministre de la Justice et procureur général du Canada
Bill Blair, secrétaire parlementaire
Sean Casey, secrétaire parlementaire

Payee Name - Nom du bénéficiaire						Vendor Code - Code fournisseur	
Banque de Montréal						118096	
Commitment No. / N° d'engagement	Cost Center / Centre de coût	Fund - Fonds	Functional Area / Domaine fonctionnel	Order - Ordre	GL - Compte général (2015 / 2401)	Amount including Tax / Montant incluant taxe	GST / HST / TPS / TVH
300256477-1	11050	15	4010		2401	317.25	52.25

Payee Name - Nom du bénéficiaire						Vendor Code - Code fournisseur	
Commitment No. / N° d'engagement	Cost Center / Centre de coût	Fund - Fonds	Functional Area / Domaine fonctionnel	Order - Ordre	GL - Compte général (2015 / 2401)	Amount including Tax / Montant incluant taxe	GST / HST / TPS / TVH

Prepared by (*Type or print*) - Préparé par (*Dactylographier ou en caractères d'imprimerie*)	Tel. No. - N° de tél.	Date
Johanne Rousseau	(613) 992-4621	18-01-2016

Certified pursuant to Section 34 of the *Financial Administration Act*. Certifié en vertu de l'article 34 de la *Loi sur la gestion des finances publiques*.

Title - Titre

Chef de cabinet

2016/02/04
Date

JUS 145-2 (2011/11)

MARRIOTT

s.18(a)

GUEST FOLIO

2611	ROUSSEAU/JOHANNE	200.00	DUPLICATE	12:11	ACCT# 8826
ROOM	NAME	RATE	DEPART	TIME	
PARL	PARLOR - DAY USE		12/11/15		
TYPE			ARRIVE	TIME	

ROOM CLERK

100 KENT STR
OTTAWA ON
XXX
ADDRESS

PAYMENT

MR#:

DATE	REFERENCE		CHARGES	CREDITS	BALANCE DUE
12/11	RS FOOD	35882611	65.00		
12/11	HST TAX	35882611	9.72		
12/11	RS GRAT	35882611	9.75		
12/11	ROOM	2611, 1	200.00		
12/11	ROOM HST	2611, 1	26.00		
12/11	DM FEE	2611, 1	6.00		
12/11	DMF HST	2611, 1	.78		
12/11	CCARD-MC			317.25	
					.00

MARRIOTT

OPERATED UNDER LICENSE
FROM MARRIOTT INTERNATIONAL, INC. OR ONE OF ITS AFFILIATES

This statement is your only receipt. You have agreed to pay in cash or by approved personal check or to authorize us to charge your credit card for all amounts charged to you. The amount shown in the credits column opposite any credit card entry in the reference column above will be charged to the credit card number set forth above. (The credit card company will bill in the usual manner.) If for any reason the credit card company does not make payment on this account, you will owe us such amount. If you are direct billed, in the event payment is not made within 25 days after check-out, you will owe us interest from the check-out date on any unpaid amount at the rate of 1.5% per month (ANNUAL RATE 18%), or the maximum allowed by law, plus the reasonable cost of collection, including attorney fees.

Signature X ______________________

16190131 91

Department of Justice Canada
Ministère de la Justice Canada

CCM #: 2015-013334

APPROVAL SLIP

HOSPITALITY CLAIM

For approval by:	**ASSISTANT DEPUTY MINISTER / CHIEF FINANCIAL OFFICER**
Event:	Meet and Greet with Fall Articling Students
Host:	William Pentney, DM
Hospitality Amount:	68.79 $
Event Amount:	68.79 $
Vendor/Claimant:	Corner Kitchen
Date(s) of the Event:	November 13, 2015

NOV 20 2015

RECOMMENDATION FOR ASSISTANT DEPUTY MINISTER / CHIEF FINANCIAL OFFICER

Your approval under Section 34 of the *Financial Administration Act* is required for this invoice.

William Pentney, DM, attended

CONSIDERATIONS:

1. The actual per capita cost for the break is below the TBS standard cost per person.
2. The Honourable Peter MacKay approved the expenditure initiation and Section 32 of the FAA in the THCEE.

RECOMMENDED BY:	SIGNATURE	DATE
Carla Garcia *Chief, Accounting Operations and Client Services*	Carla Garcia	19/Nov 2015
Karoline Poiré Michelle Fortin for *Manager, Accounting Operations and Client Services*	[signature]	20-11-15
Éric Trépanier *Director General, Deputy Chief Financial Officer*	Éric Trépanier	20/11/15

Department of Justice Canada | Ministère de la Justice Canada

HOSPITALITY CLAIM | **DEMANDE DE REMBOURSEMENT DE DÉPENSES D'ACCUEIL**

Function - L'évènement	Date of Function / Date de l'évènement (Y-A M D-J)	Place(s) of Function - Lieu(x) de l'évènement
Meet and Greet with Fall Articling Students	2015 11 13	284 Wellington, Ottawa, ON EMB - 4140

Date	Type	Participants: Gov't of Canada / Gouv. du Canada	Participants: Others / Autres	Actual Cost - Coût réel: Total Attendees / Total des prticipants	Actual Cost - Coût réel: Per Capita Cost / Coût individuel	A Total Cost / Coût total
2015/11/13	Refreshment	20		20	$3.44	$68.79
				Totals / Totaux	$3.44	$68.79

Date	Type (Other than food & beverage) / Type (Autres que nourriture et boissons)	Number of Items / Nombre d'articles	Cost per Item / Coût par article	B Total Cost / Coût total	A+B Total Hospitality Cost / Coût total de l'accueil
					$68.79

Remarks - Remarques

No agenda

Payee Name - Nom du bénéficiaire						Vendor Code - Code fournisseur	
Corner Kitchen						102824	
Commitment No. / N° d'engagement	Cost Center / Centre de coût	Fund - Fonds	Functional Area / Domaine fonctionnel	Order - Ordre	GL - Compte général (2015 / 2401)	Amount Including Tax / Montant incluant taxe	GST / HST / TPS / TVH
300250588-1	12000	15	4010		2401	68.79	7.91

Payee Name - Nom du bénéficiaire						Vendor Code - Code fournisseur	
Commitment No. / N° d'engagement	Cost Center / Centre de coût	Fund - Fonds	Functional Area / Domaine fonctionnel	Order - Ordre	GL - Compte général (2015 / 2401)	Amount Including Tax / Montant incluant taxe	GST / HST / TPS / TVH

Prepared by (*Type or print*) - Préparé par (*Dactylographier ou en caractères d'imprimerie*)	Tel. No. - N° de tél.	Date
Sylvie Crispin	(613) 482-9811	Nov. 17, 2015

Certified pursuant to Section 34 of the *Financial Administration Act*. Certifié en vertu de l'article 34 de la *Loi sur la gestion des finances publiques*.

Title - Titre

Marie-Josée Thivierge - Assistant Deputy Minister - CFO

Signature: [signature] Date: 23-11-2015

JUS 145-2 (2011/11)

HOSPITALITY CLAIM / RÉCLAMATION DE FRAIS D'ACCUEIL

For approval by / Pour approvation de	**ASSISTANT DEPUTY MINISTER / CHIEF FINANCIAL OFFICER**
Event / Événement	Meet and Greet with Fall Articling Students
Sector / Secteur	Deputy Minister's Office
Host / Hôte	William Pentney, DM
Total hospitality / Total de l'accueil	$68.79
Others / Autres	$0.00
Total of the event / Total de l'événement	**$68.79**
Vendor / Fournisseur	Corner Kitchen
Date(s) of the event / Date(s) de l'événement	13/11/2015

MEALS / REPAS		TB LIMITS / LIMITES DU CT		NUMBER OF PARTICIPANTS / NOMBRE DE PARTICIPANTS		COST PER PERSON ** / COÛT PAR PERSONNE **		TOTAL COST / COÛT TOTAL (including taxes & gratuities / incluant les taxes et le pourboire)	
Date	Item * / Élément *	Average	Maximum	Approved	Actual	Approved	Actual	Approved	Actual
6/23/2015	Coffee and desserts	8.00	12.00	n/a	20	n/a	3.44	n/a	68.79
							Total hospitality / Total de l'accueil	-	68.79
							Others / Autres		-
							Total of the event / Total de l'événement		68.79

** Please detail the type of refreshment (ex: coffee, tea, muffins, juice, etc.) / Veuillez détaillerle type de rafraîchissement (ex: café, thé, biscuits, jus, etc.)*

*** Due to the formatting of some of the cells, the amounts are rounded to the second decimal. / Compte tenu du formatage, les montants sont arrondis à la deuxième décimale.*

COMMENTS / COMMENTAIRES

1. The actual per capita cost for the break is below the TBS standard cost per person.
2. The Honourable Peter MacKay approved the expenditure initiation and Section 32 of the *FAA* in the THCEE.

Account verified by / Compte vérifié par

Name / Nom Samantha Allard Signature Samantha Allard Date 19/11/2015

Please send payment to address on this invoice only

CK

Q 12312

Place de Ville, 320 Queen Street (Mall Level)
Ottawa, Ontario K1R 5A3 Tel/Fax: (613) 594-8455
www.wecateroffices.com

COMPANY NAME: Justice	DEL. DAY: Fri	DATE: Nov 13. 15
ADDRESS: 275 Spark	DELIVERY TIME: 3:00	
CONTACT PERSON & PHONE NO: Kathren 952. 5290	GIVE INV. TO:	# OF PEOPLE

	TOTAL	
1½ potsc	14	93
Lg dessert tray	45	95
Net 30 Days. Interest of 2% per month will apply to overdue accounts. SUB TOTAL	60	88
☐ Terms of payment ______ H.S.T.	7	91
Received ______ TOTAL	68	79
HST/GST #87179 2842 RT0001		

Customer assumes responsibility for equipment.

s.19(1)

Crispin, Sylvie

From: Sheridan, Kathleen (DMO)
Sent: November 17, 2015 9:26 AM
To: Crispin, Sylvie
Subject: RE: Sec 32

Opps j'ai oublié Pierre Legault et Stéphanie Poliquin aussi (....et le SM).
18 19 20

K

From: Sheridan, Kathleen (DMO)
Sent: 2015-Nov-17 9:24 AM
To: Crispin, Sylvie
Subject: Sec 32

Bonjour Sylvie,

Voici la liste des participants pour un événement vendredi le 13 novembre avec le SM <<Meet and Greet with Fall Articling Students>>. J'apporterai le reçu maintenant. Merci!

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Kathleen Sheridan
Briefings and Correspondence Co-ordinator and Executive Assistant to the Chief of Staff | Coordonnatrice des notes d'information et de la correspondence et Adjointe exécutive du Chef de cabinet
Office of the Deputy Minister of Justice and Deputy Attorney General | Cabinet du sous-ministre de la Justice et sous-procureur général
Department of Justice Canada | Ministère de la Justice Canada
284 Wellington Street, Room 4107 | 284, rue Wellington, pièce 4107
Ottawa, Ontario K1A 0H8

tel/tél : 613-952-5290

kathleen.sheridan@justice.gc.ca

Department of Justice Canada | Ministère de la Justice Canada

HOSPITALITY CLAIM / DEMANDE DE REMBOURSEMENT DE DÉPENSES D'ACCUEIL

Function - L'évènement	Date of Function / Date de l'évènement (Y-A M D-J)	Place(s) of Function - Lieu(x) de l'évènement
Meet and Greet with Fall Articling Students	2015 11 13	284 Wellington, Ottawa, ON EMB - 4140

Date	Type	Participants		Actual Cost - Coût réel		A
		Gov't of Canada / Gouv. du Canada	Others / Autres	Total Attendees / Total des prticipants	Per Capita Cost / Coût individuel	Total Cost / Coût total
2015/11/13	Refreshment	20		20	$3.44	$68.79
				Totals / Totaux	$3.44	$68.79

Date	Type (Other than food & beverage) / Type (Autres que nourriture et boissons)	Number of Items / Nombre d'articles	Cost per Item / Coût par article	B Total Cost / Coût total	A+B Total Hospitality Cost / Coût total de l'accueil
					$68.79

Remarks - Remarques

No agenda

Payee Name - Nom du bénéficiaire						Vendor Code - Code fournisseur	
Corner Kitchen						102824	
Commitment No. / N° d'engagement	Cost Center / Centre de coût	Fund - Fonds	Functional Area / Domaine fonctionnel	Order - Ordre	GL - Compte général (2015 / 2401)	Amount including Tax / Montant incluant taxe	GST / HST / TPS / TVH
300250588-1	12000	15	4010		2401	68.79	7.91

Payee Name - Nom du bénéficiaire						Vendor Code - Code fournisseur	
Commitment No. / N° d'engagement	Cost Center / Centre de coût	Fund - Fonds	Functional Area / Domaine fonctionnel	Order - Ordre	GL - Compte général (2015 / 2401)	Amount including Tax / Montant incluant taxe	GST / HST / TPS / TVH

Prepared by (*Type or print*) - Préparé par (*Dactylographier ou en caractères d'imprimerie*)	Tel. No. - N° de tél.	Date
Sylvie Crispin	(613) 482-9811	Nov. 17, 2015

Certified pursuant to Section 34 of the *Financial Administration Act*. Certifié en vertu de l'article 34 de la *Loi sur la gestion des finances publiques*.

Title - Titre

Marie-Josée Thivierge - Assistant Deputy Minister - CFO

Signature: [signature] Date: 23-11-2015

JUS 145-2 (2011/11)

(7)

Department of Justice Canada | Ministère de la Justice Canada

PETTY CASH REIMBURSEMENT | **REMBOURSEMENT DE PETITE CAISSE**

Please attached receipt in the space below - Veuillez joindre les reçus dans l'espace ci-dessous

For Mme. Thivierge's signature

049-8388 1465

2476 11/13 20:04 11/13 21:06 $8

National Gallery of Canada | Musée des beaux-arts du Canada

Receipt / Reçu
Thank you / Merci
0634125

Received the sum of / Reçu la somme de :

$8.00

Employee's signature
Signature de l'employé

Y-A M-M D-J
2015-12-09
Date

☐ Receipts attached
Reçus inclus

Explanation of the expenditure - Explication de la dépense

DM parking on Nov 13, 2015 to attend GCWCC event

Certified pursuant to section 34 of the FAA - Certifié en vertu de l'article 34 de la loi relative a la GFP

Marie-Josée Thivierge — Signature

17-12-2015 — Date

GL Account/ C. du GL général	Cost Center/ Centre de coût	Fund/ Fonds	Functional area/ Domaine fonctionnel	Order/ Ordre	Net Amount/ Montant Net	HST / GST TVH / TPS	Total
1513	12000	15	4010		$8.00	$0.00	$8.00
Commitment No. N° d'engagement		300250071		Line item L. d'item			

JUS 657-1 (2011/06)

1619014220

Department of Justice Canada | Ministère de la Justice Canada

HOSPITALITY CLAIM | DEMANDE DE REMBOURSEMENT DE DÉPENSES D'ACCUEIL

Function - L'évènement	Date of Function - Date de l'évènement (Y-A M D-J)	Place(s) of Function - Lieu(x) de l'évènement
NCR Cabinet Meeting	2015 11 14	284 Wellington EMB-4140

Date	Type	Participants: Gov't of Canada / Gouv. du Canada	Participants: Others / Autres	Actual Cost - Coût réel: Total Attendees / Total des prticipants	Actual Cost - Coût réel: Per Capita Cost / Coût individuel	A Total Cost / Coût total
25/11/15	Refreshment	27		27	$1.31	$35.43
				Totals / Totaux	$1.31	$35.43

Date	Type (Other than food & beverage) / Type (Autres que nourriture et boissons)	Number of Items / Nombre d'articles	Cost per Item / Coût par article	B Total Cost / Coût total	A+B Total Hospitality Cost / Coût total de l'accueil
					$35.43

Remarks - Remarques

Payee Name - Nom du bénéficiaire						Vendor Code - Code fournisseur	
Corner Kitchen						102824	
Commitment No. / N° d'engagement	Cost Center / Centre de coût	Fund - Fonds	Functional Area / Domaine fonctionnel	Order - Ordre	GL - Compte général (2015 / 2401)	Amount including Tax / Montant incluant taxe	GST / HST / TPS / TVH
300250588-1	12000	15	4010		2401	35.43	4.08

Payee Name - Nom du bénéficiaire						Vendor Code - Code fournisseur	
Commitment No. / N° d'engagement	Cost Center / Centre de coût	Fund - Fonds	Functional Area / Domaine fonctionnel	Order - Ordre	GL - Compte général (2015 / 2401)	Amount including Tax / Montant incluant taxe	GST / HST / TPS / TVH

Prepared by (*Type or print*) - Préparé par (*Dactylographier ou en caractères d'imprimerie*)	Tel. No. - N° de tél.	Date
Sylvie Crispin	(613) 482-9811	Nov, 26, 2015

Certified pursuant to Section 34 of the *Financial Administration Act*. Certifié en vertu de l'article 34 de la *Loi sur la gestion des finances publiques*.

Title - Titre

Marie-Josée Thivierge - Assistant Deputy Minister - CFO

Signature ______ Date 7-12-2015

JUS 145-2 (2011/11)

Please send payment to address on this invoice only

CK

Q 12315

Place de Ville, 320 Queen Street (Mall Level)
Ottawa, Ontario K1R 5A3 Tel/Fax: (613) 594-8455
www.wecateroffices.com

COMPANY NAME:	DEL. DAY	DATE
Justice	Wed	NOV 23.16
ADDRESS:	DELIVERY TIME	
284 Wellington	11:00	

CONTACT PERSON & PHONE NO:	GIVE INV. TO:	# OF PEOPLE
Katrine 613 952-	5290	25

	TOTAL	
3 pots C	29	85
delivery	2	50
Net 30 Days. Interest of 2% per month will apply to overdue accounts. SUB TOTAL	31	35
☐ Terms of payment ______ H.S.T.	4	08
Received ______ HST/GST #87179 2842 RT0001 TOTAL	35	43

Customer assumes responsibility for equipment.

Crispin, Sylvie

From: Sheridan, Kathleen (DMO)
Sent: November 26, 2015 1:49 PM
To: Crispin, Sylvie
Subject: FW: Guests arriving for a meeting today between 1 and 1:30pm
Attachments: Attendance for November 25th NCR Cabinet Meeting.xlsx

Bonjour Sylvie,

Voici la liste des participants pour une réunion hier- <<NCR Cabinet Meeting>> au EMB 4140. Les autres participants sont le SM, Stéphanie Poliquin, Allison Krogh et Jennifer Reaney. Je vais apporter le reçu dans quelques minutes.

Merci!

Kathleen

From: Krogh, Allison
Sent: 2015-Nov-25 8:42 AM
To: * Commissionaire Control Centre - EMB
Cc: Désormeaux, Suzanne; St-Germain, Paul; Sheridan, Kathleen (DMO)
Subject: Guests arriving for a meeting today between 1 and 1:30pm

Good morning,
Please see the attached list of guests that will be arriving for a meeting today between 1 and 1:30pm.
Please call up to our reception at 613-952-3500 to have someone come down to escort them up.
Thanks

Allison Krogh
Office of the Deputy Minister of Justice and Deputy Attorney General |
Cabinet du sous-ministre de la Justice et sous-procureur général
Department of Justice Canada | Ministère de la Justice Canada
284 Wellington Street, Room 4081 | 284, rue Wellington, pièce 4081
Ottawa, Ontario K1A 0H8
tel/tél : 613-946-3869
E-mail | Courriel: allison.krogh@justice.gc.ca

s.19(1)

Name
1 Maria Belen
2 Chris Aylward
3 Shereen Benzvy Miller
4 Julie Courchesne
5 Dan Couture
6 Dan Danagher
7 Michelle Kovacevic
8 Frances McRae
9 Sarah Paquet
10 Paulina Pisarek
11 Tasha Taylor
12 Elizabeth Tromp
13 Sinthia Zaman
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18 Evelyn Drescher
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Department of Justice Canada
Ministère de la Justice Canada

CCM #: 2015-014050

APPROVAL SLIP

HOSPITALITY CLAIM

For approval by:	Marie-Josée Thivierge, ADM-CFO
Event:	NCR Cabinet Meeting
Sector:	Deputy Minister's Office
Host:	William Pentney
Hospitality Amount:	35.43 $
Event Amount:	35.43 $
Vendor(s) / Claimant(s):	Corner Kitchen
Date(s) of the Event:	November 25, 2015

RECOMMENDATION FOR: Marie-Josée Thivierge, ADM-CFO

Your approval under Section 34 of the *Financial Administration Act* is required for this invoice.
William Pentney, attended

CONSIDERATIONS:

1. The actual per capita cost for the break is below the TBS standard cost per person.
2. The Honourable Peter MacKay, approved the expenditure initiation and Section 32 of the FAA on the THCEE, as William Pentney was in attendance.
3. There is no agenda for this event.

RECOMMENDED BY:	SIGNATURE	DATE
Carla Garcia *Chief, Accounting Operations and Client Services*	[signature]	Dec 3 '15
Karoline Poiré *Manager, Accounting Operations and Client Services*	[signature]	Dec 3 2015
Éric Trépanier *Director General, Deputy Chief Financial Officer*	[signature]	7/12/15

Department of Justice Canada / Ministère de la Justice Canada

Fiscal Year / Année financière: 2015-2016

HOSPITALITY CLAIM PAYMENT VOUCHER / BORDEREAU DE PAIEMENT POUR UNE DEMANDE DE REMBOURSEMENT POUR DÉPENSES D'ACCUEIL

For approval by / Pour approbation par	Marie-Josée Thivierge, ADM-CFO	Vendor(s) name / Nom du (des) fournisseur(s)	Corner Kitchen	
Event / Événement	NCR Cabinet Meeting			
Sector / Secteur	Deputy Minister's Office			
Host / Hôte	William Pentney	Total hospitality cost / Coût total de l'accueil		$ 35.43
Event location(s) / Lieu(x) de l'événement	East Memorial Building	Other costs / Autres coûts		$ -
Date(s) of the event / Date(s) de l'événement	Wednesday, November 25, 2015	Total cost of the event / Coût total de l'événement		$ 35.43

	MEALS / REPAS	NUMBER OF PARTICIPANTS / NOMBRE DE PARTICIPANTS				TBS LIMITS / LIMITES DU SCT		COST / COÛT PER CAPITA	TOTAL COST / COÛT TOTAL [illegible]	
		Approved / Autorisé		Actual / Réel						
Date	Item Detail / Élément détaillé Please detail the refreshment (ex: coffee, tea, muffins, etc.) / Veuillez détailler les rafraîchissement (ex: café, thé, biscuits, etc.)	Public servant(s) / Fonctionnaire(s)	Non-public servant(s) / Non fonctionnaire(s)	Public servant(s) / Fonctionnaire(s)	Non-public servant(s) / Non fonctionnaire(s)	Average Moyenne	Maximum	Actual Réel	Approved Autorisé	Actual Réel
11/26/2015	Coffee break	n/a	n/a	27	0	8.28	12.42	1.31	n/a	35.43
							-	-		
							-	-		
							-	-		
							-	-		
							-	-		
							-	-		
							-	-		
							-	-		
							-	-		
							-	-		

Due to the formatting of some of the cells, the amounts are rounded to the second decimal.
Compte tenu du formatage, les montants sont arrondis à la deuxième décimale.

	Approved	Actual
Total hospitality cost / Coût total de l'accueil	-	35.43
Other costs / Autres coûts		
Total cost of the event / Coût total de l'événement	-	35.43

Comments / Commentaires

1. The actual per capita cost for the break is below the TBS standard cost per person.
2. The Honourable Peter MacKay, approved the expenditure initiation and Section 32 of the *FAA* on the THCEE, as William Pentney was in attendance.
3. There is no agenda for this event.

Prepared by / Préparé par Samantha Allard Name (type or print) / Nom (lettres moulées ou caractères d'imprimerie)	Samantha Allard Signature	12/2/2015 Date (D-J / M / Y-A)
Account verified by Finance / Compte vérifié par Finances Samantha Allard Name (type or print) / Nom (lettres moulées ou caractères d'imprimerie)	Samantha Allard Signature	12/2/2015 Date (D-J / M / Y-A)

TAB #	Section 1: Activity Information (Mandatory) / Information sur les activités (obligatoire) — What? / Quoi? (Name or brief description / Nom ou brève description)	Why? (explain why it is required) / Pourquoi? (expliquer la nécessité)	Rationale for # of Participants / Rationale pour # de participants	Date — From / De	Date — To / À	Location / Emplacement (Venue, City / Lieu, ville)	# of Participants / Nombre de participants — Public Servant / Fonctionnaire	# of Participants — Non-Public Servant / Non-fonctionnaire	Why not virtual presence? / Pourquoi ne pas utiliser la méthode virtuelle?	Travel Category / Catégorie de voyage	Travel Type / Type de voyage	Estimated Expenditures / Estimation des dépenses — Total	Blanket Travel Authority and Annual Authority to Extend Hospitality / Autorisation générale de voyage et Autorisation annuelle d'accueil (BTA and AAEH / AGV et AAAA) — Yes / Oui, No / Non	Estimated # of trips / Estimé # de voyages	Maximum Cost for all Activities / Coût maximum pour toutes les activités	Section 3: Hospitality / Accueil — Forecasted Expenditures / Dépenses prévues — Cost per individual / Coût par individu	Section 3 — Total Cost / Coût total	Section 4: Conferences / Conférences — # of Participants / Nombre de participants — Public Servant / Fonctionnaire	Section 4 — Non-Public Servant / Non-fonctionnaire	Section 4 — Forecasted Expenditures / Dépenses prévues — Total Cost / Coût total	Section 5: Events - Other — Type of Expenditure / Catégorie de dépenses	Section 5 — Forecasted Expenditures / Dépenses prévues — Total Cost / Coût total	Section 6: Summary / Sommaire — Total Forecasted Expenditures / Dépenses prévues total	Approved or Declined by DM (initials)	Contact / Ressource — Name / Nom	Contact / Ressource — Phone / Téléphone	Sector / Secteur	Core or Non-Core / Essentielles ou non-essentielles	Why submitted to MN?
MIN-1	Hospitality through the FY 2015-2016 for various events/ meetings hosted by the DM.	Hospitality events include, Café-Entre Nous, holiday pancake breakfast and DM hosting meetings and other events.	Unknown number of participants at the present time for each event.	April 2015	March 2016	Ottawa, ON			Virtual presence is not an option	Internal governance / Gouvernance interne	National Travel / Voyage national		Yes / Oui	Unknown	5,000		5,000						5,000.00		Suzanne Désormeaux	613-957-4998	DMO	Non-Core	Hospitality > 5K$
MIN-2	Management Information Session (4 events /year)	Management Information Sessions provide a forum for the Deputy Minister and his Associates to engage and to share strategic information with members of the DoJ EX and LC communities. This also gives departmental leaders the opportunity to make informative presentations to their colleagues. There are up to four (4) of these per fiscal year.	All NCR and regional departmental LCs and EXs participate for a total of 292 (regions via webcast)	4 events in total - 1 activity per quarter (specific dates TBD)	TBD	Ottawa, ON							No / Non								Room rental, Audio-visual costs and interpretation Services	48,000	48,000.00		Karen Bron	613-799-7479	MAG	Non-Core	Event > 25K$

TAB #	Section 1: Activity Information (Mandatory) / Information sur les activités (obligatoire) — What? / Quoi?	Why? / Pourquoi?	Rationale for # of Participants / Rationale pour # de participants	Date From / Du	Date To / Au	Location / Emplacement	# of Participants / Nombre de participants — Public Servants / Fonctionnaires	Non-Public Servants / Non-fonctionnaires	Why not virtual presence? / Pourquoi ne pas utiliser la méthode virtuelle?	Travel Category / Catégorie de voyage	Travel Type / Type de voyage	Estimated Expenditures / Estimation des dépenses — Total	Blanket Travel Authority and Annual Authority to Extend Hospitality — Yes/No / Oui/Non			Hospitality — Forecasted Expenditures / Dépenses prévues — Cost per individual / Coût par personne	Total Cost / Coût total	Section 4: Conferences — # of Participants / Nombre de participants — Public Servants / Fonctionnaires	Non-Public Servants / Non-fonctionnaires	Forecasted Expenditures / Dépenses prévues — Total Cost / Coût total	Section 5: Events - Other — Type of Expenditure / Catégorie de dépenses	Forecasted Expenditures / Dépenses prévues — Total Cost / Coût total	Section 6: Summary / Sommaire — Total Forecasted Expenditures / Dépenses prévues total	[illegible]	Contact / Ressource — Name / Nom	Phone # / # de téléphone	Sector / Secteur	Core or Non-Core / Essentielles ou non-essentielles	Why submitted to MIN?
MIN 7	FPT-Deputy Minister's meeting	FPT-Deputy Minister's meeting		2015-Jun-10	2015-Jun-12	Winnipeg, MB	7		Virtual presence is not an option.	Core mandate / Mandat de base	National Travel / Voyage national	8,400	No / Non			177.45 (59.15 per day) - lunch and 3 refreshments	14,196						22,596.00		R. M. Guerra	613-946-6655	Policy	Core	Hospitality > $5K

GRAN TOTAL $ 400,225.00

Section 8: Approvals / Approbations

Expenditure Initiation Authority and Certified pursuant to Section 32 of the *Financial Administration Act* /
Pouvoir d'engagement des dépenses et Certifié en vertu de l'Article 32 de la *Loi sur la gestion des finances publiques*

	Initials	Date
Eric Trépanier / Director General and Deputy Chief Financial Officer		
Marie-Josée Thivierge / ADM Management Sector and CFO		
Pierre Legault / Associate Deputy Minister		MAR 0 9 2015
William F. Pentney / Deputy Minister		MAR 0 9 2015
Honourable Peter MacKay / Minister		MAR 3 1 2015

s.19(1)

Government of Canada / Gouvernement du Canada

Travel Expense Report — Note de Frais de Voyages

Type 2

Travel No. - N° du voyage

Name of Claimant - Nom du demandeur: The Honourable Jody Wilson-Raybould

Department - Ministère: Ministère de la Justice

Branch - Direction:

Send Cheque to - Envoyer le chèque à l'adresse suivante:

Address - Adresse: 284 Wellington Street, 4th floor

Telephone - Téléphone: 992-4621

Purpose of Travel - But du voyage:

EXPENSES PREPAID BY DEPARTMENT - DÉPENSES PAYÉES À L'AVANCE PAR LE MINISTÈRE

1	TRANSPORTATION / TRANSPORT ▶ Date / Time of Departure / Heure du départ ▶ Arrival / Arrivé ▶	
2	OTHER EXPENSES / AUTRES DÉPENSES ▶	$ 111.00

AUTHORIZED ALLOWANCES - INDEMNITÉS AUTORISÉES

PRIVATE VEHICLE ALLOWANCE / INDEMNITÉ-VÉHICULE PARTICULIER ▶				
PREVIOUSLY CLAIMED THIS FISCAL YEAR / DÉJÀ RÉCLAMÉ PRÉSENT EXERCICE ▶				
THIS CLAIM / INDEMNITÉ DEMANDÉE ▶				

OR-OU	COMPREHENSIVE ALLOWANCE (Accommodation, meals and incidental expenses) / INDEMNITÉ GLOBALE (Logement, Repas et frais divers)	COMPOSITE ALLOWANCE (Meals and incidental expenses for full calendar days only)	INDEMNITÉ DÉTAILLÉE (Repas et frais divers pour les jours de calendrier complets seulement)	
RATE / TAUX ▶	days @ jours	days @ jours	days @ jours	$ 0.00
PARTIAL COMPOSITE ALLOWANCES / INDEMNITÉ DÉTAILLÉE PARTIELLE — MEALS / REPAS ▶	Breakfasts / Petits déjeuners @	Lunches / Déjeuners @	Dinners / Dîners @	$ 0.00
INCIDENTAL EXPENSES / FRAIS DIVERS ▶	days @ jours	days @ jours	days @ jours	$ 0.00
OTHER ALLOWANCES (Specify) / AUTRES INDEMNITÉS (Précisez lesquelles)				

EXPENSES NOT INCLUDED ABOVE - DÉPENSES AUTRES QUE CI-DESSUS

		Vr. No. - P. N°	
3	Vehicle Rental / Location de véhicule ▶		
4	Public Transportation / Transport en commun ▶		
5	Accommodation / Logement ▶		$ 1,332.65
6	Meals / Repas ▶		
7	All Other Expenses (Specify) / Autres (précisez) ▶		

I certify that the amounts included in this claim were incurred on authorized government business travel.

Je certifie que les montants faisant l'objet de la présente réclamation constituent des dépenses entraînées par des voyages pour affaires officielles.

[redacted] ... en vertu de l'article 34 ...oi sur la gestion des ...s publiques

Y-A M D-J: 16 03 14 — Date

Signature (Claimant - Demandeur) — Date: 16.03.14 (Y-A M D-J)

Approved by - Approuvé par — Signature — Date (Y-A M D-J)

Total Expenses	Total des dépenses	$ 1,443.65
Less Total 1 and 2 Above	Moins le total des paragraphes 1 et 2	$ 111.00
Total Claimed	Total Demandé	$ 1,332.65
Less Advance	Moins L'avance	
Amount due Receiver General of Canada	Total dû au Receveur général du Canada	
AMOUNT DUE CLAIMANT	TOTAL DÛ AU REQUÉRANT	$ 1,332.65

Type Particulars - Details

3

HoC paid for the airfare & per diem.

PAYMENT RECORD - ENREGISTREMENT DU PAIEMENT

Type 7	2 Sub Type	5 P.R.I. CIDP	8 Amount - Montant	14 Requisition No. / N° de la demande	15 Supplier Indicator / Indicateur du fournisseur	17 Due Date / Date d'échéance Y-A M D-J
	80	[redacted]	1332,65		0	

Type 4 — ACCOUNTING INFORMATION - RENSEIGNEMENTS DE LA COMPTABILITÉ

2 Sub Type	3 Dept. Ref. No. / N° de réf. min.	5 Coding - Codage	6 Amount - Montant	CR-CT
		11050-4010-1524 Commitment: 300257616	1332.65	
	7 Description		8 Fin. Encumbrance No. / N° de la charge financière	
2	3	5	6	
	7		8	
2	3	5	6	
	7		8	

Dept. Pre-Audit and Account Verification. / Vérification de la comptabilité au niveau du ministère — Signature

Verified correct - Vérifié conforme — Signature

TOTAL ▶

Requisitioned for payment pursuant to section 33 of the Financial Administration Act and Certified in accordance with section 7 of the Payment Requisitioning Regulations.

Demandé pour paiement conformément à l'article 33 de la Loi sur la gestion des finances publiques, et certifié aux termes de l'article 7 du Règlement sur les réquisitions de paiements.

Signature

Services Officer - Agent des services — Signature

20 Cheque No. - N° de chèque — 21 Date Y-A M D-J

GC 73 (2014/03) 7540-21-910-7366

s.19(1)

The Westin Ottawa
11 Colonel By Drive
Ottawa, ON K1N 9H4
Canada
Tel: 613-560-7000 Fax: 613-234-5396

WESTIN
HOTELS & RESORTS

Jody Wilson

Page Number	:	1	Invoice Nbr	: 193134
Guest Number	:	1114792		
Folio ID	:	A		
Arrive Date	:	15-NOV-15	18:57	
Depart Date	:	20-NOV-15	16:34	
No. Of Guest	:	1		
Room Number	:	2021		
Club Account	:			

Copy Invoice

Tax ID : 811719848RT0001
The Westin Ottawa 01-MAR-16 14:54

Date	Reference	Description	Charges (CAD)	Credits (CAD)
15-NOV-15	RT2021	Room	229.00	
15-NOV-15	RT2021	Tax-HST Rooms	29.77	
15-NOV-15	RT2021	Destination Marketing Program	6.87	
15-NOV-15	RT2021	Dest Marketing Program HST	0.89	
16-NOV-15	RT2021	Room	229.00	
16-NOV-15	RT2021	Tax-HST Rooms	29.77	
16-NOV-15	RT2021	Destination Marketing Program	6.87	
16-NOV-15	RT2021	Dest Marketing Program HST	0.89	
17-NOV-15	RT2021	Room	229.00	
17-NOV-15	RT2021	Tax-HST Rooms	29.77	
17-NOV-15	RT2021	Destination Marketing Program	6.87	
17-NOV-15	RT2021	Dest Marketing Program HST	0.89	
18-NOV-15	RT2021	Room	229.00	
18-NOV-15	RT2021	Tax-HST Rooms	29.77	
18-NOV-15	RT2021	Destination Marketing Program	6.87	
18-NOV-15	RT2021	Dest Marketing Program HST	0.89	
19-NOV-15	RT2021	Room	229.00	

Continued on the next page

s.19(1)

The Westin Ottawa
11 Colonel By Drive
Ottawa, ON K1N 9H4
Canada
Tel: 613-560-7000 Fax: 613-234-5396

HOTELS & RESORTS

Jody Wilson

Page Number	:	2	Invoice Nbr :	193134
Guest Number	:	1114792		
Folio ID	:	A		
Arrive Date	:	15-NOV-15	18:57	
Depart Date	:	20-NOV-15	16:34	
No. Of Guest	:	1		
Room Number	:	2021		
Club Account	:			

Date	Reference	Description	Charges (CAD)	Credits (CAD)
19-NOV-15	RT2021	Tax-HST Rooms	29.77	
19-NOV-15	RT2021	Destination Marketing Program	6.87	
19-NOV-15	RT2021	Dest Marketing Program HST	0.89	
20-NOV-15	AX	American Express		-1332.65
		** Total	1332.65	-1332.65
		*** Balance	-0.00	

Amount (CAD)
0.00
0.00
0.00
0.00
0.00

Continued on the next page

s.19(1)

Government of Canada / Gouvernement du Canada

Travel Expense Report — **Note de Frais de Voyages**

Type 2

Travel No. - N° du voyage: HoC

Name of Claimant - Nom du demandeur: Hon. Jody Wilson-Raybould

Department - Ministère: Justice Canada

Branch - Direction: Minister's Office

Send Cheque to - Envoyer le chèque à l'adresse suivante: EMB 4th Floor

Address - Adresse: EMB 4th Floor

Telephone - Téléphone: 992-4621

Purpose of Travel - But du voyage: Regular Business - Ottawa Nov. 15-20 2015

EXPENSES PREPAID BY DEPARTMENT - DÉPENSES PAYÉES À L'AVANCE PAR LE MINISTÈRE

1 TRANSPORTATION / TRANSPORT	Date / Time of Departure / Heure du départ: 2015-11-15	Arrival / Arrivé: 2015-11-20	$ 0.00
2 OTHER EXPENSES / AUTRES DÉPENSES			

AUTHORIZED ALLOWANCES - INDEMNITÉS AUTORISÉES

PRIVATE VEHICLE ALLOWANCE / INDEMNITÉ-VÉHICULE PARTICULIER			
PREVIOUSLY CLAIMED THIS FISCAL YEAR / DÉJÀ RÉCLAMÉ PRÉSENT EXERCICE			
THIS CLAIM / INDEMNITÉ DEMANDÉE			

OR-OU

	COMPREHENSIVE ALLOWANCE (Accommodation, meals and incidential expenses) / INDEMNITÉ GLOBALE (Logement, Repas et frais divers)	COMPOSITE ALLOWANCE (Meals and incidental expenses for full calendar days only)	INDEMNITÉ DÉTAILLÉE (Repas et frais divers pour les jours de calendrier complets seulement)	
RATE / TAUX	days @ / jours	days @ / jours	days @ / jours	$ 0.00
PARTIAL COMPOSITE ALLOWANCES / INDEMNITÉ DÉTAILLÉE PARTIELLE — MEALS / REPAS	0 Breakfasts / Petits déjeuners @ $ 16.55	0 Lunches / Déjeuners @ $ 16.80	0 Dinners / Dîners @ $ 44.40	$ 0.00
INCIDENTAL EXPENSES / FRAIS DIVERS	0 days @ / jours $ 17.30	days @ / jours	days @ / jours	$ 0.00
OTHER ALLOWANCES (Specify) / AUTRES INDEMNITES (Précisez lesquelles)				

EXPENSES NOT INCLUDED ABOVE - DÉPENSES AUTRES QUE CI-DESSUS

		Vr. No. - P. N°	
3 Vehicle Rental / Location de véhicule			
4 Public Transportation / Transport en commun			
5 Accommodation / Logement			
6 Meals / Repas			
7 All Other Expenses (Specify) / Autres (précisez)	Taxi		$ 32.00

I certify that the amounts included in this claim were incurred on authorized government business travel.

Je certifie que les montants faisant l'objet de la présente réclamation constituent des dépenses entraînées par des voyages pour affaires officielles.

[redacted] ...n vertu de l'article 34 sur la gestion des ...publiques

Y-A M D-J

Date

Signature (Claimant - Demandeur) — Date: 16/03/23

Signature — Date

Total Expenses	Total des dépenses	$ 32.00
Less Total 1 and 2 Above	Moins le total des paragraphes 1 et 2	$ 0.00
Total Claimed	Total Demandé	$ 32.00
Less Advance	Moins L'avance	
Amount due Reciever General of Canada	Total dû au Receveur général du Canada	
AMOUNT DUE CLAIMANT	TOTAL DÛ AU REQUÉRANT	$ 32.00

Type Particulars - Details

3

2nd claim - Taxi Airport to home was not submitted on the 1st claim'

PAYMENT RECORD - ENREGISTREMENT DU PAIEMENT

Type	2 Sub Type	5 P.R.I. CIDP	8 Amount - Montant	14 Requisition No. / N° de la demande	15 Supplier Indicator / Indicateur du fournisseur	17 Due Date / Date d'échéance Y-A M D-J
7	80	[redacted]	32.00		0	

Type 4 — **ACCOUNTING INFORMATION - RENSEIGNEMENTS DE LA COMPTABILITÉ**

2 Sub Type	3 Dept. Ref. No. / N° de réf. min.	5 Coding - Codage	6 Amount - Montant	CR-CT
		300257616 11050-4010-1524		
	7 Description		8 Fin. Encumbrance No. / N° de la charge financière	
2	3	5	6	
	7		8	
2	3	5	6	
	7		8	

Dept. Pre-Audit and Account Verification. / Vérification de la comptabilité au niveau du ministère

Signature

Verified correct - Vérifié conforme

Signature

TOTAL

Requisitioned for payment pursuant to section 33 of the Financial Administration Act and Certified in accordance with section 7 of the Payment Requisitioning Regulations

Demandé pour paiement conformément à l'article 33 de la Loi sur la gestion des finances publiques, et certifié aux termes de l'article 7 du Règlement sur les réquisitions de paiements.

Signature

Services Officer - Agent des services

Signature

20 Cheque No. - N° de chèque — 21 Date Y-A M D-J

GC 73 (2014/03) 7540-21-910-7366

s.19(1)

Minister?

YELLOW CAB 604 681-1111

VANCOUVER, B.C., CANADA

RECEIVED FROM ______ DATE 20/11/15

$ 32 00

FROM ______ TO ______

CAB NO. ______ DRIVER ______

AIRPORT SE... ...our Courier •

AT A PAYPHONE? CALL: 1-800-898-TAXI(8294) NO COINS NEEDED

GST INCLUDED

TTY LINE (hearing impaired) 604 258-4747 GST # R105762496

travel Nov. 15 Nov 20

1619013522

Department of Justice Canada
Ministère de la Justice Canada

CCM #: 2015-013504

APPROVAL SLIP

HOSPITALITY CLAIM

For approval by:	Marie-Josée Thivierge, ADM-CFO
Event:	GCWCC DM Home Stretch Event
Sector:	Deputy Minister's Office
Host:	William Pentney
Hospitality Amount:	396.35 $
Event Amount:	1,074.35 $
Vendor(s) / Claimant(s):	Ottawa Marriott Hotel
Date(s) of the Event:	November 16, 2015

RECOMMENDATION FOR: Marie-Josée Thivierge, ADM-CFO

Your approval under Section 34 of the *Financial Administration Act* is required for this invoice.

William Pentney, attended

CONSIDERATIONS:

1. The actual per capita cost for the break is above the TBS standard cost per person, but below the pre-approved amount per person. William Pentney has approved the expenditure initiation and S.32 of the FAA for the cost per person being above the TBS standard cost.
2. The actual total cost of the hospitality is below the pre-approved total amount.
3. Marie-Josée Thivierge, ADM-CFO, approved the expenditure initiation and Section 32 of the FAA on the THCEE, as William Pentney was in attendance.

RECOMMENDED BY:	SIGNATURE	DATE
Carla Garcia *Chief, Accounting Operations and Client Services*	[signature]	Nov. 24 '15
Karoline Poiré *Manager, Accounting Operations and Client Services*	[signature]	NOV 25 2015
Éric Trépanier *Director General, Deputy Chief Financial Officer*	[signature]	25 Nov 15

Department of Justice Canada / Ministère de la Justice Canada

Fiscal Year / Année financière: 2015-2016

HOSPITALITY CLAIM PAYMENT VOUCHER / BORDEREAU DE PAIEMENT POUR UNE DEMANDE DE REMBOURSEMENT POUR DÉPENSES D'ACCUEIL

For approval by / Pour approbation par	Marie-Josée Thivierge, ADM-CFO
Event / Événement	GCWCC DM Home Stretch Event
Sector / Secteur	Deputy Minister's Office
Host / Hôte	William Pentney
Event location(s) / Lieu(x) de l'événement	Ottawa Marriott Hotel
Date(s) of the event / Date(s) de l'événement	Monday, November 16, 2015

Vendor(s) name / Nom du (des) fournisseur(s)	Ottawa Marriott Hotel
Total hospitality cost / Coût total de l'accueil	$ 396.35
Other costs / Autres coûts	$ 678.00
Total cost of the event / Coût total de l'événement	$ 1,074.35

	MEALS / REPAS	NUMBER OF PARTICIPANTS / NOMBRE DE PARTICIPANTS				TBS LIMITS / LIMITES DU SCT		COST / COÛT PER CAPITA	TOTAL COST / COÛT TOTAL	
		Approved / Autorisé		Actual / Réel						
Date	Item Detail / Élément détaillé Please detail the refreshment (ex: coffee, tea, muffins, etc.) / Veuillez détailler les rafraîchissement (ex: café, thé, biscuits, etc.)	Public servant(s) fonctionnaire(s)	Non-public servant(s) / Non fonctionnaire(s)	Public servant(s) Fonctionnaire(s)	Non-public servant(s) / Non fonctionnaire(s)	Average Moyenne	Maximum	Actual Réel	Approved Autorisé	Actual Réel
11/16/2015	Coffee break	50	7	47		8.28	12.42	8.43	488.00	396.35
							-	-		
							-	-		
							-	-		
							-	-		
							-	-		
							-	-		
							-	-		
							-	-		
							-	-		
							-	-		

Due to the formatting of some of the cells, the amounts are rounded to the second decimal.
Compte tenu du formatage, les montants sont arrondis à la deuxième décimale.

	Approved	Actual
Total hospitality cost / Coût total de l'accueil	488.00	396.35
Other costs / Autres coûts	600.00	678.00
Total cost of the event / Coût total de l'événement	1,088.00	1,074.35

Comments / Commentaires

1. The actual per capita cost for the break is above the TBS standard cost per person, but below the pre-approved amount per person. William Pentney has approved the expenditure initiation and S.32 of the *FAA* for the cost per person being above the TBS standard cost.
2. The actual total cost of the hospitality is below the pre-approved total amount.
3. Marie-Josée Thivierge, ADM-CFO, approved the expenditure initiation and Section 32 of the *FAA* on the THCEE, as William Pentney was in attendance.

Prepared by / Préparé par
Mélissa Glazer — Name (type or print) / Nom (lettres moulées ou caractères d'imprimerie) — Signature [signed] — Date (D-J / M / Y-A): 24/11/15

Account verified by Finance / Compte vérifié par Finances
Melissa Glazer — Name (type or print) / Nom (lettres moulées ou caractères d'imprimerie) — Signature [signed] — Date (D-J / M / Y-A): 24/11/15

Department of Justice Canada | Ministère de la Justice Canada

HOSPITALITY CLAIM / DEMANDE DE REMBOURSEMENT DE DÉPENSES D'ACCUEIL

Function - L'évènement	Date of Function - Date de l'évènement (Y-A M D-J)	Place(s) of Function - Lieu(x) de l'évènement
GCWCC DM Home Stretch Event	2015 11 16	Ottawa Marriott Hotel 100 Kent Street Ottawa ON K1P 5R7

Date	Type	Participants: Gov't of Canada / Gouv. du Canada	Participants: Others / Autres	Actual Cost - Coût réel: Total Attendees / Total des prticipants	Actual Cost - Coût réel: Per Capita Cost / Coût individuel	A Total Cost / Coût total
16/11/15	Refreshment	47		47	$8.44	$396.35
				Totals / Totaux	$8.44	$396.35

Date	Type (Other than food & beverage) / Type (Autres que nourriture et boissons)	Number of Items / Nombre d'articles	Cost per Item / Coût par article	B Total Cost / Coût total	A+B Total Hospitality Cost / Coût total de l'accueil
16/11/15	Room rental	1	678	678	$ 1074.35

Remarks - Remarques

Payee Name - Nom du bénéficiaire						Vendor Code - Code fournisseur	
Ottawa Marriott Hotel						101670	
Commitment No. / N° d'engagement	Cost Center / Centre de coût	Fund - Fonds	Functional Area / Domaine fonctionnel	Order - Ordre	GL - Compte général (2015 / 2401)	Amount including Tax / Montant incluant taxe	GST / HST / TPS / TVH
300255490-1	12000	15	4010	502389	2401	396.35	45.60

Payee Name - Nom du bénéficiaire						Vendor Code - Code fournisseur	
Ottawa Marriott Hotel						101670	
Commitment No. / N° d'engagement	Cost Center / Centre de coût	Fund - Fonds	Functional Area / Domaine fonctionnel	Order - Ordre	GL - Compte général (2015 / 2401)	Amount including Tax / Montant incluant taxe	GST / HST / TPS / TVH
300255490-3	12000	15	4010	502389	5810	$678.00	$78.00

Prepared by (*Type or print*) - Préparé par (*Dactylographier ou en caractères d'imprimerie*)	Tel. No. - N° de tél.	Date
Sylvie Crispin	(613) 482-9811	Nov. 19, 2015

Certified pursuant to Section 34 of the *Financial Administration Act*. Certifié en vertu de l'article 34 de la *Loi sur la gestion des finances publiques*.

Title - Titre

Marie-Josée Thivierge - Assistant Deputy Minister - CFO

Signature | Date: 26-11-2015

JUS 145-2 (2011/11)

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Ottawa Marriott Hotel

(613) 238-1122

Check #: 26570
Print #: 1
Status: Review
Business Type: Group
Function Space: MULTIPLE
Event Manager:

Department of Justice
284 Wellington St, Room CS-937
Ottawa, ON K1A 0H8, Canada

Contact: Allison Krogh
Monday, November 16, 2015

Page #: 1
Folio #: 7920
Bill Method: Direct Bill
Event Order #: 155449

Quantity	Item	Unit Price	Total Price
Food			
Coffee Break, Victoria South Ballroom (2nd Floor)			
50	Create Your Break - Government	$6.10	$305.00
	Subtotal Food		$305.00
Room Rental			
Holding Room, Victoria South Ballroom (2nd Floor)			
1	Victoria South Ballroom (2nd Floor)	$600.00	$600.00
	Subtotal Room Rental		$600.00
	Service Charge 15.0%		$45.75
	HST 13.0%		$123.60
	Grand Total:		$1,074.35

305x13% = 344.65
x15% = 396.35
- 600x 13% = 678
Room rental.

Signature:____________________

GUEST COPY

Food and Beverage subject to 13% HST and 15% Service Charge - Rental and Resources subject to 13% HST
HST #86942 7344 RT0003

Marriott Proprietary and Confidential

MARRIOTT

OTTAWA MARRIOTT HOTEL
ATTN ACCOUNTS OFFICE
100 KENT STREET
OTTAWA ONT K1P 5R7

RECEIVED NOV 1 8 2015

DEPARTMENT OF JUSTICE
ATTN: ALLISON KROGH
284 WELLINGTON STREET
OTTAWA NL ON K1A OH8 CDA

DATE 11/18/15
ACCT# CP 1834

PLEASE RETURN THIS PORTION WITH YOUR REMITTANCE $ ____________

DATE	REFERENCE	CHARGES	CREDITS	BALANCE DUE
11/17	DEPARTMENT OF JUSTIC	1074.35		1074.35
				1074.35

CURRENT	30 TO 60 DAYS	60 TO 90 DAYS	OVER 90 DAYS	TOTAL DUE
1074.35	.00	.00	.00	1074.35

Payment is due immediately upon receipt of this statement. In the event payment is not made within 25 days after receipt of the original of this statement, the Hotel may immediately impose a LATE PAYMENT CHARGE on the unpaid balance at the rate of the lower of 1.5 % per month (ANNUAL RATE 18 %) or the maximum allowed by law, plus, all reasonable costs of collection, including attorney fees. Please contact the Hotel's Controller's Office if you have any questions regarding this statement.

s.19(1)

MARRIOTT

EVENT ORDER
OTTAWA MARRIOTT HOTEL
100 Kent Street, Ottawa, ON K1P 5R7, Canada
PHONE: (613) 238-1122

Event Order #: 155449
Quote #: M-53X97LP
Folio #:

FUNCTION DAY/DATE: Monday, November 16, 2015
ORGANIZATION: Justice Canada
POST AS: Department of Justice
BILLING ADDRESS: 284 Wellington St, Room CS-937, Ottawa, ON K1A 0H8, Canada
CUSTOMER: Allison Krogh Phone #: (613) 946-3869 Fax #:
IN-HOUSE CONTACT: SAME
MANAGERS:
DATE PRINTED: Friday, October 30, 2015

GUARANTEE OF ATTENDANCE IS REQUIRED 72 HOURS (3 WORKING DAYS) PRIOR TO FUNCTION. OTHERWISE THE EXPECTED WILL BECOME THE GUARANTEE. ROOM ASSIGNMENT IS SUBJECT TO CHANGE

TIME	FUNCTION	LOCATION	ROOM RENTAL	ATTENDANCE EXP	GTD	SET
12:00 PM-3:00 PM	Meeting	Victoria South Ballroom (2nd Floor)	$600.00	80	80	
12:00 PM-1:00 PM	Set Up	Victoria South Ballroom (2nd Floor)		1	1	
1:00 PM-1:30 PM	Coffee Break	Victoria South Ballroom (2nd Floor)		80	80	

1:00 PM Coffee Break

Create Your Break - Government

Assorted Freshly Baked Cookies
Assorted Soft Drinks and Individual Juices
Seattle's Best Regular and Decaffeinated Coffee & Assorted Teas

$6.10 per Person

ROOM SET-UP

12:00 PM-3:00 PM *Meeting* *Victoria South Ballroom (2nd Floor)*
Rounds of 8

Podium and Microphone on a riser
Flipchart, Markers - Courtesy of the Hotel
Ice Water and Glasses, Mints, Kleenex, Waste/Recycle Bin, Housephone, Paper and Pens

BILLING SUMMARY

12:00 PM-3:00 PM *Meeting* *Victoria South Ballroom (2nd Floor)*
For all breakfast, lunch, reception, dinner and coffee service functions, a final guarantee of attendance is due three (3) business days prior to the event.
CANCELLATION
30 days or less prior- 100% of anticipated function revenue.
In the event of a chargeback by the cardholder, interest charges will apply.

AUDIO VISUAL

12:00 PM-3:00 PM *Meeting* *Victoria South Ballroom (2nd Floor)*
Supplied by Freeman Audio Visual. Prices will be quoted and billed separately.
Screen
Bringing own Projector

Food and Beverage subject to 13% HST and 15% Service Charge - Rental and Resources subject to 13% HST

MARRIOTT

EVENT ORDER
OTTAWA MARRIOTT HOTEL
100 Kent Street, Ottawa, ON K1P 5R7, Canada
PHONE: (613) 238-1122

Event Order #: 155449
Quote #: M-53X97LP
Folio #:

FUNCTION DAY/DATE: Monday, November 16, 2015
ORGANIZATION: Justice Canada

Signature: [signature] 2015.11.09

If in agreement, please sign one copy and return

"Home Stretch" Event
Événement « nos derniers milles »

Monday November 16, 2015 - 1 to 2:30 pm
Marriott Hotel, 2nd floor Victoria South Ballroom
100 Kent Street, Ottawa /
Lundi 16 novembre 2015, de 13 h à 14 h 30
Hôtel Marriott, 2e étage – Salle de bal Victoria Sud
100, rue Kent, Ottawa

13 h – 13 h 05	**Opening of session / Ouverture de la séance** Stéphanie Poliquin, Event Facilitator / facilitateur de l'événement
13 h 05 – 13 h 15	**2015 Charitable Campaign / Campagne de charité de 2015** William F. Pentney, National Chair GCWCC 2015 / Président national de la CCMTGC de 2015
13 h 15 – 13 h 25	**Best practices - International Development Research Centre's (IDRC) Team / Pratiques exemplaires – Équipe du Centre des recherches pour le développement international (CRDI)** Campaign Leader IDRC / chef de la Campagne CRDI Campaign Leader IDRC / chef de la Campagne CRDI Campaign Leader IDRC/ chef de la Campagne CRDI
13 h 25 – 14 h 05	**Work in plenary and debrief / Travaux en plénière et discussion en plénière**
14 h 05 – 14 h 15	**Extraordinary strategies - Opportunities for improvement / Stratégies extraordinaires - possibilités d'amélioration** Director of the NCR GCWCC / Directrice de la RCN CCMTGC Senior Director of the National GCWCC / Directrice principale de la Campagne nationale CCMTGC
14 h 15 – 14 h 30	**Closing remarks / Allocution de clôture** William F. Pentney, National Chair GCWCC 2015 / Président national de la CCMTGC de 2015

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	Home Stretch event November 16, 2015 RSVP		
Number	First	Last	Department
1	Kevin	Radford	PWGSC
2	Juanita	Inglese	CBSA
3	Anik	Lapointe	SWC
4	Karen	Dodds	EC
5	Céline	St-Onge	PBC
6	Edith	Lepine	HRSDC
7	Louise	Paiement	HRSDC
8			GCWCC Account Manager
9	Sheena	McLeish	DFATD
10	Melanie	Peris	EC
11	Ana	Sebastian	RCMP
12	Julie	Cugalj	TBS
13	Nancy	Hamzawi	Agriculture
14	Trevor	Swerdfager	DFO
15	Stephanie	Moulton	Health Canada
16	Julie-Anne	Codaire	Transport
17	Corinne	Charette	Industry
18	Karl	Shepherd	PWGSC
19	Darren	Brothers	Financial Consumer Agency of Cana
20	Jennifer	Wilson	Agriculture
21	Eileen	Rankin	Agriculture
22			GCWCC NCR Director
23	Allison	Krogh	JUS
24	Jennifer	Reaney	JUS
25	Stéphanie	Poliquin	JUS
26	Wiliam F.	Pentney	JUS
27	Chris	Henderson	PCO
28	Caroline	Xavier	CBSA
29	Menna	Andrews	DFATD
30			IDRC
31			IDRC
32			IDRC
33	Maria	Belen	CIC
34			GCWCC

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35			GCWCC
36			GCWCC
37			GCWCC
38			GCWCC
39			GCWCC
40	Julie	St-Laurent	Library and Archives
41	Michèle	Loos	Health Canada
42	Gail	Daoust	DND
43	Catherine	McKinnon	JUS
44	Tracie	Noftle	JUS
45	Patrick	Folz	JUS
46			GCWCC
47	Chanon	Roy	JUS

Deputy Minister's Office
Q3 Travel, Hospitality, Conferences, and Events Expenditures Submission
November 2015

Section 1: Activity Information (Mandatory) / Information sur les activités (obligatoire) — Section 2: Travel / Voyage — Additional Travel Details / Détails supplémentaires de voyage — Section 3: Hospitality / Accueil — Section 4: Conferences / Conférences — Section 5: Events - Other Expenditures / Événements - Autres dépenses — Section 6: Other Comments / Autres commentaires — Section 7: Summary / Sommaire

Activity Number / Numéro de l'activité	Core or Non-Core	What? / Quoi?	Why? / Pourquoi?	Participants	Date From / De	Date To / À	Location / Emplacement	Travel Total	Hospitality: Public Servant / Fonctionnaire	Non-Public Servant	Host / Hôte	Location / Facility	Type	Cost per individual	Total Cost	Events: Type of Expenditure	Total Cost	Description	Total Forecasted Expenditures	Funding	Cost Centre	Level of Approval Required	Contact: Organization	Name / Nom	Phone
1	Non-Core	GCWCC DM Home Stretch event	DM is National Chair of GCWCC, DM Home Stretch event. Hospitality is being offered because it is appropriate as a courtesy.	57 SP (handwritten) 80 (public servant Champions and Campaign Leaders, and United Way account managers)	Nov. 16/15	Nov. 16/15	Marriott Hotel, 100 Kent Street	$0.00	50 SR (handwritten)	7	William F. Pentney Q.C.	Non-government facility / Installation non gouvernementale	Refreshment / Rafraîchissement	8.56 SP (handwritten) $8.10	$486.00	Room rental at Marriott Hotel in Ottawa	$600.00	Room rental at Marriott Hotel in Ottawa	$1,083.00	Justice (JUS)	12000	DM (handwritten) CFO / DPF	DMO	Allison Krogh	613-946-3869
	Non-Core	GCWCC DM Home Stretch event	DM is National Chair of GCWCC, DM Home Stretch event. AV is necessary for presentations	80 (public servant Champions and Campaign Leaders, and United Way account managers)	Nov. 16/15	Nov. 16/15	Marriott Hotel, 100 Kent Street									AV for room	$85.88	Room rental at Marriott Hotel in Ottawa	$85.88	Justice (JUS)	12000	DM (handwritten) CFO / DPF	DMO	Allison Krogh	613-946-3869

Grand Total / Grand Total: $1,173.88

Section 8: Approvals / Approbations

Recommended by / Recommandé par: [signature] Natalia Brozzalo 9/11/2015
Financial Management Advisor or Regional Director of Finance / Conseiller en gestion financière ou Directeur régional des finances — Date

Recommended by / Recommandé par: [signature] 9/11/2015
Director of Business Management / Directeur de la gestion des activités — Date

Expenditure Initiation Authority and Certified pursuant to Section 32 of the *Financial Administration Act* /
Pouvoir d'engagement des dépenses et Certifié en vertu de l'Article 32 de la *Loi sur la gestion des finances publiques*

Name / Nom — Signature [signature] — Initials — Date

Name / Nom: Marie-Josée Thivierge — Signature [signature] — Initials: MJT — Date: 13-11-2015

cc: Eric Gagnon — Nov 13, 2015

Carla, as discussed, this section 32 is valid
[signature] Nov 23, 2015
Karoline Poiré

16190134198

Department of Justice Canada
Ministère de la Justice Canada

CCM #: 2015-013513

APPROVAL SLIP

HOSPITALITY CLAIM

For approval by:	Marie-Josée Thivierge, ADM-CFO
Event:	Working Lunch
Sector:	Deputy Minister's Office
Host:	William Pentney
Hospitality Amount:	95.70 $
Event Amount:	95.70 $
Vendor(s) / Claimant(s):	Green Rebel
Date(s) of the Event:	November 18, 2015

NOV 26 2015

RECOMMENDATION FOR: Marie-Josée Thivierge, ADM-CFO

Your approval under Section 34 of the *Financial Administration Act* is required for this invoice.

William Pentney, attended

CONSIDERATIONS:

1. The actual per capita cost for the lunch is below the TBS standard cost per person.
2. The Honourable Peter MacKay approved the expenditure initiation and Section 32 of the *FAA* on the THCEE.

RECOMMENDED BY:	SIGNATURE	DATE
Carla Garcia *Chief, Accounting Operations and Client Services*	[signature]	Nov. 24/15
Karoline Poiré *Manager, Accounting Operations and Client Services*	[signature]	Nov 24, 2015
Éric Trépanier *Director General, Deputy Chief Financial Officer*	[signature]	24 nov. 15

Department of Justice Canada / Ministère de la Justice Canada

Fiscal Year / Année financière: 2015-2016

HOSPITALITY CLAIM PAYMENT VOUCHER / BORDEREAU DE PAIEMENT POUR UNE DEMANDE DE REMBOURSEMENT POUR DÉPENSES D'ACCUEIL

For approval by / Pour approbation par	Marie-Josée Thivierge, ADM-CFO	Vendor(s) name / Nom du (des) fournisseur(s)	Green Rebel	
Event / Événement	Working Lunch			
Sector / Secteur	Deputy Minister's Office			
Host / Hôte	William Pentney	Total hospitality cost / Coût total de l'accueil	$	95.70
Event location(s) / Lieu(x) de l'événement	Justice Canada	Other costs / Autres coûts	$	-
Date(s) of the event / Date(s) de l'événement	November 18, 2015	Total cost of the event / Coût total de l'événement	$	95.70

	MEALS / REPAS	NUMBER OF PARTICIPANTS / NOMBRE DE PARTICIPANTS				TBS LIMITS / LIMITES DU SCT		COST / COÛT PER CAPITA	TOTAL COST / COÛT TOTAL	
Date	Item Detail / Élément détaillé Please detail the refreshment (ex: coffee, tea, muffins, etc.) / Veuillez détailler les rafraîchissement (ex: café, thé, biscuits, etc.)	Approved / Autorisé: Public servant(s) / Fonctionnaire(s)	Approved / Autorisé: Non-public servant(s) / Non fonctionnaire(s)	Actual / Réel: Public servant(s) / Fonctionnaire(s)	Actual / Réel: Non-public servant(s) / Non fonctionnaire(s)	Average / Moyenne	Maximum	Actual / Réel	Approved / Autorisé	Actual / Réel
18/11/2015	Salads and fruit tray			3	4	24.83	37.25	13.67		95.70
							-	-		
							-	-		
							-	-		
							-	-		
							-	-		
							-	-		
							-	-		
							-	-		
							-	-		
							-	-		

Due to the formatting of some of the cells, the amounts are rounded to the second decimal.
Compte tenu du formatage, les montants sont arrondis à la deuxième décimale.

	Approved	Actual
Total hospitality cost / Coût total de l'accueil	-	95.70
Other costs / Autres coûts		-
Total cost of the event / Coût total de l'événement	-	95.70 ✓

Comments / Commentaires

1. The actual per capita cost for the lunch is below the TBS standard cost per person.
2. The Honourable Peter MacKay approved the expenditure initiation and Section 32 of the *FAA* on the THCEE.

Prepared by / Préparé par
Mélissa Glazer — Name (type or print) / Nom (lettres moulées ou caractères d'imprimerie) — Signature: [signature] — Date (D-J/M/Y-A): 23/11/15

Account verified by Finance / Compte vérifié par Finances
Melissa Glazer — Name (type or print) / Nom (lettres moulées ou caractères d'imprimerie) — Signature: [signature] — Date (D-J/M/Y-A): 23/11/15

Department of Justice Canada | Ministère de la Justice Canada

HOSPITALITY CLAIM — DEMANDE DE REMBOURSEMENT DE DÉPENSES D'ACCUEIL

Function - L'évènement	Date of Function / Date de l'évènement (Y-A M D-J)	Place(s) of Function - Lieu(x) de l'évènement
Working-Lunch ✓	2016 11 18 ✓	284 Wellington, Ottawa, ON EMB-4121

Date	Type	Participants: Gov't of Canada / Gouv. du Canada	Participants: Others / Autres	Actual Cost - Coût réel: Total Attendees / Total des prticipants	Actual Cost - Coût réel: Per Capita Cost / Coût individuel	A Total Cost / Coût total
18/11/15	Lunch ✓	3 ✓	4 ✓	7 ✓	$13.68 ✓	$95.70
				Totals / Totaux	$13.68	$95.70

Date	Type (Other than food & beverage) / Type (Autres que nourriture et boissons)	Number of Items / Nombre d'articles	Cost per Item / Coût par article	B Total Cost / Coût total	A+B Total Hospitality Cost / Coût total de l'accueil
					$95.70 ✓

Remarks - Remarques

Payee Name - Nom du bénéficiaire						Vendor Code - Code fournisseur	
Green Rebel						132894	
Commitment No. / N° d'engagement	**Cost Center / Centre de coût**	**Fund - Fonds**	**Functional Area / Domaine fonctionnel**	**Order - Ordre**	**GL - Compte général (2015 / 2401)**	**Amount including Tax / Montant incluant taxe**	**GST / HST / TPS / TVH**
300250588-1	12000	15	4010		2401	95.70 ✓	11.01

Payee Name - Nom du bénéficiaire						Vendor Code - Code fournisseur	
Commitment No. / N° d'engagement	**Cost Center / Centre de coût**	**Fund - Fonds**	**Functional Area / Domaine fonctionnel**	**Order - Ordre**	**GL - Compte général (2015 / 2401)**	**Amount including Tax / Montant incluant taxe**	**GST / HST / TPS / TVH**

Prepared by (*Type or print*) - Préparé par (*Dactylographier ou en caractères d'imprimerie*)	Tel. No. - N° de tél.	Date
Sylvie Crispin	(613) 482-9811	Nov. 19, 2015

Certified pursuant to Section 34 of the *Financial Administration Act*. Certifié en vertu de l'article 34 de la *Loi sur la gestion des finances publiques*.

Title - Titre

Marie-Josée Thivierge - Assistant Deputy Minister - CFO

[signature] — Signature — 26-11-2015 — Date

JUS 145-2 (2011/11)

s.20(1)(c)

Green Rebel

340 Albert Street
Unit 140
Ottawa, ON K1R 7Y6

Invoice

Date	Invoice #
11/18/2015	11237

Invoice To	Ship To
Department of Justice	Kathleen.sheridan@justice.gc.ca 613-952-5290

P.O. No.	Terms	Rep	Ship	Via	F.O.B.	Project
		Alber	11/18/2015			

Quantity	Item	Description	Price Each	Amount
3	Open Food	quinoa kale salad		
3	Open Food	rebel cobb salad		
6	Fruit Platter	A fresh selection of seasonal and tropical fruits sliced and diced		

Sales Tax Summary

HST (ON)@13.0%	11.01
Total Tax	11.01

E-mai **Total** $95.70

GST/HST No. 839587219

catering@greenrebel.ca

s.19(1)

Crispin, Sylvie

From: Sheridan, Kathleen (DMO)
Sent: November 19, 2015 2:23 PM
To: Crispin, Sylvie
Subject: FW: Lunch

Bonjour Sylvie,

Voici la liste des participants pour un <<working lunch>> hier avec la Ministre dans son bureau.

Jody Wilson-Raybould 1
[redacted] 2
William Pentney 7
Visitors:
[redacted] 3
[redacted] 4
5
6

J'apporterai le reçu dans quelques minutes.

Merci!

Kathleen

From: Poliquin, Stéphanie
Sent: 2015-Nov-17 6:20 PM
To: Sheridan, Kathleen (DMO)
Cc: Désormeaux, Suzanne; Rousseau, Johanne; Lafleur, Eric
Subject: Lunch

Kathleen,

Please order a lunch for tomorrow. I have left details on your chair.

I hereby certify under section 32 that the funds are available for this expense.

Stéphanie Poliquin
Chief of Staff to the Deputy Minister | Chef de cabinet du Sous-ministre
Department of Justice | Ministère de la Justice
613-948-8981

TAB #	Section 1: Activity Information (Mandatory) / Information sur les activités (obligatoire)						[illegible]										Section 3: Hospitality / Accueil		Section 4: Conferences / Conférences			Section 5: Events - Other		Section 6: Summary / Sommaire						
	What? / Quoi?	Why? (explain why it is required) / Pourquoi? (expliquez la nécessité)	Rationale for # of Participants / Raisonnable pour # de participants	Date		Location / Emplacement	# of Participants / Nombre de participants		Why not virtual presence? / Pourquoi ne pas utiliser la méthode virtuelle?	Travel Category / Catégorie de voyage	Travel Type / Type de voyage	Estimated Expenditures / Estimation des dépenses	Blanket Travel Authority and Annual Authority to Extend Hospitality / Autorisation générale de voyage et Autorisation annuelle d'accueil pour des activités (BTA and AAEH/AGV et AAAA)			Forecasted Expenditures / Dépenses prévues		# of Participants / Nombre de participants		Forecasted Expenditures / Dépenses prévues	Type of Expenditure / Catégorie de dépenses	Forecasted Expenditures / Dépenses prévues	Total Forecasted Expenditures / Dépenses prévues total	[illegible]	Contact / Ressource		Sector / Secteur	Core or Non-Core / Essentielles ou non-essentielles	Why submitted to MIN?
	Name or brief description / Nom ou brève description	Purpose/objective of Activity / But/objectif de l'activité		From / De	To / À	Venue, City / Lieu, ville	Public Servant / Fonctionnaire	Non-Public Servant / Non-fonctionnaire				Total	Yes/Oui No/Non	Estimate # of events / [illegible]	Maximum Cost [illegible]	Cost per individual / Coût par individu	Total Cost / Coût total	Public Servant / Fonctionnaire	Non-Public Servant / Non-fonctionnaire	Total Cost / Coût total		Total Cost / Coût total			Name / Nom	Phone # / # de téléphone			
MIN 1	Hospitality through the FY 2015-2016 for various events/ meetings hosted by the DM.	Hospitality events include, Café Entre Nous, holiday pancake breakfast and DM hosting meetings and other events.	Unknown number of participants at the present time for each event.	April 2015	March 2016	Ottawa, ON			Virtual presence is not an option.	Internal governance / Gouvernance interne	National travel / Voyage national		Yes / Oui	Unknown	5,000		5,000						5,000.00		Suzanne Désormeaux	613-953-4595	DMG	Non-Core	Hospitality > 5K$
MIN 2	Management Information Session (4 events /year)	Management Information Sessions provide a forum for the Deputy Minister and his Associates to engage and to share strategic information with members of the DoJ EX and LC communities. This also gives departmental leaders the opportunity to make informative presentations to their colleagues. There are up to four (4) of these per fiscal year.	All NCR and regional departmental LCs and EXs participate for a total of 292 (regions via webcast)	4 events in total - 1 activity per quarter (specific dates TBD)	TBD	Ottawa, ON							No / Non								Room rental, Audio-visual costs and Interpretation Services	45,000	45,000.00		Karen Bron	613-299-7479	MMG	Non Core	Event > 25K$

TAB #	Section 1: Activity Information (Mandatory) / Information sur les activités (obligatoire)																Section 3 Hospitality /		Section 4: Conferences /			Section 5: Events - Other		Section 6: Summary / Sommaire						
	What? / Quoi ?	Why? (explain why it is required) / Pourquoi ? (expliquer la nécessité)	Rationale for # of Participants / Rationale pour # de participants	Date		Location / Emplacement	# of Participants / Nombre de participants		Why not virtual presence? / Pourquoi ne pas utiliser la méthode virtuelle ?	Travel Category / Catégorie de voyage	Travel Type / Type de voyage	Estimated Expenditures / Estimation des dépenses	Blanket Travel Authority and Annual Authority to Extend Hospitality / Autorisation générale de voyager et Autorisation d'accueil annuelles pour des activités (BTA and AAEH / AGV et AAAA)			Forecasted Expenditures / Dépenses prévues		# of Participants / Nombre de participants		Forecasted Expenditures / Dépenses prévues	Type of Expenditure / Catégorie de dépenses	Forecasted Expenditures / Dépenses prévues	Total Forecasted Expenditures / Dépenses prévues total	Approved or Declined / Approuvée ou refusée	Contact / Ressource		Sector / Secteur	Core or Non-Core / Essentielles ou non-essentielles	Why submitted to DM?
				From / De	To / À		Public Servant / Fonctionnaire	Non-Public Servant / Non-fonctionnaire				Total	Yes / Oui No / Non			Cost per Individual / Coût par individu	Total Cost / Coût total	Public Servant / Fonctionnaire	Non-Public Servant / Non-fonctionnaire	Total Cost / Coût total		Total Cost / Coût total			Name / Nom	Phone # / # de téléphone			
MIN-3	Various travel, conference and training for the Ombudsman & the staff of the Office.	The Office is an arm's-length program activity of the DoJ with blanket authority for travel, training, conference; The Office has, and will continue to seek the approval of the Minister's Office for significant hospitality, will continue to report on its overall expenditures.; due to the nature of victim-related activities, including events that rely on and receive last minute funding from various levels of Government.	0	April 2015	March 2016	Various			Virtual presence is not an option.	Core mandate / Mandat de base	National Travel / Voyage national	94,000	Yes / Oui	25	94,000					5,000			99,000.00		Danielle Vaillancourt	941-1209	Ombudsman	Core	Ombudsman / Conf >5K
MIN-4	Event - Victims Week 10th Anniversary Vancouver Symposium	Victims Week 10th Anniversary	This event is open to the public. Estimates are based on last year's attendance.	2015-Apr-21	2015-Apr-23	Coast Coal Harbour Hotel, Vancouver, BC	2	20	Virtual presence is not an option.	Core mandate / Mandat de base	National Travel / Voyage national	33,926	No / Non			32.75 for lunch and 2 breaks at 7.85$/person	12,115				Venue rental, Audio visual, Keynote Speaker Fee	17,500	63,541.00		Laura Phillips	613-957-9539	Policy	Core	Hospitality >5K5

TAB #	Section 1: Activity Information (Mandatory) / Information sur les activités (obligatoire)								[illegible]							Section 3: Hospitality?		Section 4: Conferences?			Section 5: Events - Other		Section 6: Summary / Sommaire						
	What? / Quoi ?	Why? (explain why it is required) / Pourquoi ? (expliquer la nécessité)	Rationale for # of Participants / Rationale pour # de participants	Date		Location / Emplacement	# of Participants / Nombre de participants		Why not virtual presence? / Pourquoi ne pas utiliser la méthode virtuelle ?	Travel Category / Catégorie de voyage	Travel Type / Type de voyage	Estimated Expenditures / Estimation des dépenses	Blanket Travel Authority and Annual Authority to Extend Hospitality / Autorisation générale de voyager et Autorisation d'accueil annuelles pour des activités (BTA and AAEH / AGV et AAAA)			Forecasted Expenditures / Dépenses prévues		# of Participants / Nombre de participants		Forecasted Expenditures / Dépenses prévues	Type of Expenditure / Catégorie de dépenses	Forecasted Expenditures / Dépenses prévues	Total Forecasted Expenditures / Dépenses prévues total	[illegible]	Contact / Ressource		Sector / Secteur	Core or Non-Core / Essentielles ou non-essentielles	Why submitted to MIN?
	Name or brief description / Nom ou description brève	Purpose (objective) of Activity / But (objectif) de l'activité		From / De	To / À	Venue, City / Lieu, ville	Public Servant / Fonctionnaire	Non-Public Servant / Non-fonctionnaire				Total	Yes / Oui No / Non	Estimated # of activities / # estimatif d'activités	Maximum Cost for all Activities / Montant maximal pour toutes les activités	Cost per Individual / Coût par individu	Total Cost / Coût total	Public Servant / Fonctionnaire	Non-Public Servant / Non-fonctionnaire	Total Cost / Coût total		Total Cost / Coût total			Name / Nom	Phone # / # de téléphone			
MIN-5	Event - Victims Week 10th Anniversary Halifax Symposium	Victims Week 10th Anniversary	This event is open to the public. Estimates are based on last year's attendance.	2015-Apr-23	2015-Apr-25	Saint Mary's University, Halifax, NS	2	20	Virtual presence is not an option.	Core mandate / Mandat de base	National Travel / Voyage national	33,026	No / Non			32.75 for lunch and 2 breaks at 7.85$/person	12,115		-		Venue rental, Audio visual, Keynote Speaker Fee	17,500	63,541.00		Laura Phillips	613-324-3839	Policy	Core	Hospitality > 5K$
MIN-6	Event - Victims Week Annual Ottawa Symposium	Annual Event	This event is open to the public. Estimates are based on last year's attendance	2015-Apr-20	2015-Apr-23	Gatineau, QC		20	Virtual presence is not an option.	Core mandate / Mandat de base	National Travel / Voyage national	34,932	No / Non			32.75 and 2 breaks at 7.85$/person	12,115		-		Venue rental, Audio visual, Keynote Speaker Fee, Symposium Materials, Translation, Communications Products, Graphic Design	51,500	98,547.00		Laura Phillips	613-957-9559	Policy	Core	Hospitality > 5K$

TAB #	Section 1: Activity Information (Mandatory) / Information sur les activités (obligatoire) — What? / Quoi ?	Why? (explain why it is required) / Pourquoi ? (expliquer la nécessité)	Rationale for # of Participants / Rationale pour # de participants	Date From / De	Date To / À	Location / Emplacement (Venue, City / Lieu, ville)	# of Participants / Nombre de participants — Public Servant / Fonctionnaire	# of Participants — Non Public Servant	Why not virtual presence? / Pourquoi ne pas utiliser la méthode virtuelle ?	Travel Category / Catégorie de voyage	Travel Type / Type de voyage	Estimated Expenditures / Estimation des dépenses — Total	Blanket Travel Authority and Annual Authority to Extend Hospitality / Autorisation générale de voyager et Autorisation annuelle pour des activités d'accueil associées (BTA and AAEH / AGV et AAAA) — Yes / Oui No / Non	Estimated ...	...	Section 3: Hospitality / — Forecasted Expenditures / Dépenses prévues — Cost per head	Section 3 — Total Cost / Coût total	Section 4: Conferences / — # of Participants / Nombre de participants — Public Servant	Section 4 — Non Public Servant	Section 4 — Forecasted Expenditures / Dépenses prévues — Total Cost	Section 5: Events - Other — Type of Expenditure / Catégorie de dépenses	Section 5 — Forecasted Expenditures / Dépenses prévues — Total Cost / Coût total	Section 6: Summary / Sommaire — Total Forecasted Expenditures / Dépenses prévues total	Approved ...	Contact / Ressource — Name / Nom	Contact — Phone / No de téléphone	Sector / Secteur	Core or Non-Core / Essentielles ou non-essentielles	Why submitted to MIN?
MIN-7	FPT -Deputy Minister's meeting	FPT -Deputy Minister's meeting		2015-Jun-10	2015-Jun-12	Winnipeg, MB	7		Virtual presence is not an option.	Core mandate / Mandat de base	National Travel / Voyage national	8,400	No / Non			177.45 (59.15 per day) - lunch and 3 refreshments	14,196						22,596.00	Approved per ... section 8	R. M. Guerra	613-946-6655	Policy	Core	Hospitality > SK$

GRAN TOTAL $ 400,225.00

Section 6: Approvals / Approbations

Expenditure Initiation Authority and Certified pursuant to Section 32 of the *Financial Administration Act* /
Pouvoir d'engagement des dépenses et Certifié en vertu de l'Article 32 de la *Loi sur la gestion des finances publiques*

Name / Title	Initials	Date
Eric Trépanier / Director General and Deputy Chief Financial Officer	[signature]	[illegible]
Marie-Josée Thivierge / ADM Management Sector and CFO	[signature]	[illegible]
Pierre Legault / Associate Deputy Minister	[signature]	MAR 0 9 2015
William F. Pentney / Deputy Minister	[signature]	MAR 0 9 2015
Honourable Peter MacKay / Minister	[signature]	MAR 3 1 2015

s.19(1)

Government of Canada / Gouvernement du Canada

Travel Expense Report — Note de Frais de Voyages

Field	Value
Travel No. - N° du voyage	
Type	2
Name of Claimant - Nom du demandeur	The Honourable Jody Wilson-Raybould
Department - Ministère	Ministère de la Justice
Branch - Direction	
Send Cheque to - Envoyer le chèque à l'adresse suivante	
Address - Adresse	284 Wellington Street, 4th floor
Telephone - Téléphone	992-4621
Purpose of Travel - But du voyage	Ottawa Regular Business

EXPENSES PREPAID BY DEPARTMENT - DÉPENSES PAYÉES À L'AVANCE PAR LE MINISTÈRE

1	TRANSPORTATION / TRANSPORT ▶ Date / Time of Departure / Heure du départ ▶ Nov 23, 2015 — Arrival / Arrivé ▶ Nov 27, 2015	
2	OTHER EXPENSES / AUTRES DÉPENSES ▶	

AUTHORIZED ALLOWANCES - INDEMNITÉS AUTORISÉES

PRIVATE VEHICLE ALLOWANCE	INDEMNITÉ-VÉHICULE PARTICULIER ▶			
PREVIOUSLY CLAIMED THIS FISCAL YEAR	DÉJÀ RÉCLAMÉ PRÉSENT EXERCICE ▶			
THIS CLAIM	INDEMNITÉ DEMANDÉE ▶			

	COMPREHENSIVE ALLOWANCE (Accommodation, meals and incidental expenses) / INDEMNITÉ GLOBALE (Logement, Repas et frais divers)	COMPOSITE ALLOWANCE (Meals and incidental expenses for full calendar days only)	INDEMNITÉ DÉTAILLÉE (Repas et frais divers pour les jours de calendrier complets seulement)	
OR-OU — RATE / TAUX ▶	days @ jours	days @ jours	days @ jours	$ 0.00
PARTIAL COMPOSITE ALLOWANCES / INDEMNITÉ DÉTAILLÉE PARTIELLE — MEALS / REPAS ▶	Breakfasts / Petits déjeuners @	Lunches / Déjeuners @	Dinners / Dîners @	$ 0.00
INCIDENTAL EXPENSES / FRAIS DIVERS ▶	days @ jours	days @ jours	days @ jours	$ 0.00
OTHER ALLOWANCES (Specify) / AUTRES INDEMNITÉS (Précisez lesquelles)				

EXPENSES NOT INCLUDED ABOVE - DÉPENSES AUTRES QUE CI-DESSUS

			Vr. No. - P. N°	
3	Vehicle Rental / Location de véhicule ▶			
4	Public Transportation / Transport en commun ▶			
5	Accommodation / Logement ▶			$ 926.48
6	Meals / Repas ▶			
7	All Other Expenses (Specify) / Autres (précisez) ▶	Taxis	2 & 3	$ 75.00

I certify that the amounts included in this claim were incurred on authorized government business travel.

Je certifie que les montants faisant l'objet de la présente réclamation constituent des dépenses entraînées par des voyages pour affaires officielles.

[redacted] ...en vertu de l'article 34 sur la gestion des finances publiques

Y-A M D-J: 16/03/14 — Date

Signature (Claimant - Demandeur) — Date: 16 03 ... — Signature — Date

Total Expenses	Total des dépenses	$ 1,001.48
Less Total 1 and 2 Above	Moins le total des paragraphes 1 et 2	$ 0.00
Total Claimed	Total Demandé	$ 1,001.48
Less Advance	Moins L'avance	
Amount due Receiver General of Canada	Total dû au Receveur général du Canada	
AMOUNT DUE CLAIMANT	TOTAL DÛ AU REQUÉRANT	$ 1,001.48

Type / Particulars - Details: 3

HoC paid for the airfare & per diem.

PAYMENT RECORD - ENREGISTREMENT DU PAIEMENT

Type 7	2 Sub Type	5 P.R.I. CIDP	8 Amount - Montant	14 Requisition No. / N° de la demande	15 Supplier Indicator / Indicateur du fournisseur	17 Due Date / Date d'échéance Y-A M D-J
	80	[redacted]	1001.48		0	

ACCOUNTING INFORMATION - RENSEIGNEMENTS DE LA COMPTABILITÉ

Type 4 / 2 Sub Type	3 Dept. Ref. No. / N° de réf. min.	5 Coding - Codage	6 Amount - Montant	CR-CT
		11050-4010-1524 Commitment: 300257617	1001.48	
	7 Description		8 Fin. Encumbrance No. / N° de la charge financière	
2	3	5	6	
	7		8	
2	3	5	6	
	7		8	

Dept. Pre-Audit and Account Verification. / Vérification de la comptabilité au niveau du ministère — Signature

Verified correct - Vérifié conforme — Signature

TOTAL ▶

Requisitioned for payment pursuant to section 33 of the Financial Administration Act and Certified in accordance with section 7 of the Payment Requisitioning Regulations / Demandé pour paiement conformément à l'article 33 de la Loi sur la gestion des finances publiques, et certifié aux termes de l'article 7 du Règlement sur les réquisitions de paiements. — Signature

Services Officer - Agent des services — Signature

20 Cheque No. - N° de chèque — 21 Date Y-A M D-J

GC 73 (2014/03) 7540-21-910-7366

Sheraton Ottawa Hotel
150 Albert Street
Ottawa, ON K1P 5G2
Canada
Tel: 613-238-1500 Fax: 613-235 2723

Sheraton HOTELS & RESORTS

s.19(1)

Jody Wilson

Page Number	:	1
Guest Number	:	792669
Folio ID	:	A
No. Of Guest	:	1
Room Number	:	1717
Club Account	:	
Arrive Date	:	23-NOV-15 21:41
Depart Date	:	27-NOV-15 14:24

Tax ID : 122417470
Sheraton Ottawa 27-NOV-15 14:25

Date	Reference	Description	Charges (CAD)	Credits (CAD)
23-NOV-15	9942			
23-NOV-15	8320			
23-NOV-15	RT1717	Room	199.00	
23-NOV-15	RT1717	Room HST 13%	25.87	
23-NOV-15	RT1717	DMF 3%	5.97	
23-NOV-15	RT1717	DMF HST 13%	0.78	
24-NOV-15	RT1717	Room	199.00	
24-NOV-15	RT1717	Room HST 13%	25.87	
24-NOV-15	RT1717	DMF 3%	5.97	
24-NOV-15	RT1717	DMF HST 13%	0.78	
25-NOV-15	RT1717	Room	199.00	
25-NOV-15	RT1717	Room HST 13%	25.87	
25-NOV-15	RT1717	DMF 3%	5.97	
25-NOV-15	RT1717	DMF HST 13%	0.78	
26-NOV-15	0373			
26-NOV-15	RT1717	Room	199.00	
26-NOV-15	RT1717	Room HST 13%	25.87	
26-NOV-15	RT1717	DMF 3%	5.97	
26-NOV-15	RT1717	DMF HST 13%	0.78	
27-NOV-15	AX	American Express		-1076.02
		** Total	1076.02	-1076.02
		*** Balance	0.00	

231.62
231.62
231.62
231.62

Continued on the next page

s.19(1)

Sheraton Ottawa Hotel
150 Albert Street
Ottawa, ON K1P 5G2
Canada
Tel: 613-238-1500 Fax: 613-235 2723

Sheraton HOTELS & RESORTS

Jody Wilson

Page Number	:	2	
Guest Number	:	792669	
Folio ID	:	A	
No. Of Guest	:	1	
Room Number	:	1717	
Club Account	:		
Arrive Date	:	23-NOV-15	21:41
Depart Date	:	27-NOV-15	14:24

Summary of HST for your stay:	Amount (CAD)
HST for Room Revenue:	103.48
HST for Food and Beverage:	13.52
HST for Telephone:	2.07
HST for Other:	3.12
HST for entire stay:	122.19

Tell us about your stay. www.sheraton.com/reviews

s.19(1)

BLUELINE

Job #

RECEIPT FOR CAB FARE

Amount $40.44 Date 24/11/15

From

To

Cab No. [redacted] Driver [redacted]

H.S.T. Inclu[redacted]

From Home to airport.

CASH RECEIPT

BONNY'S TAXI LTD.
5525 IMPERIAL ST.
BURNABY, B.C. V5J 1E8

Date 27/11/ 2015

$ 35.00

Amount Paid Includes G.S.T.

From YVR

To [redacted]

Driver [redacted] Car No. [redacted]

Telephone: 604-451-1111

Thanks for Calling "Bonny's"

From airport to home.

(1) HOSPITALITY - MEET & GREET NOV. 24, 15 - S. POLIQUIN

Department of Justice Canada — Ministère de la Justice Canada

HOSPITALITY CLAIM
DEMANDE DE REMBOURSEMENT DE DÉPENSES D'ACCUEIL

Function - L'évènement	Date of Function - Date de l'évènement (Y-A M D-J)	Place(s) of Function - Lieu(x) de l'évènement
Meet and Greet	2015 11 24	284 Wellington Minister's Office

Date	Type	Participants: Gov't of Canada / Gouv. du Canada	Participants: Others / Autres	Actual Cost - Coût réel: Total Attendees / Total des prticipants	Actual Cost - Coût réel: Per Capita Cost / Coût individuel	A Total Cost / Coût total
24/11/15	Refreshment - coffee	3	2	5	$3.39	$16.95
				Totals / Totaux	$3.39	$16.95

Date	Type (Other than food & beverage) / Type (Autres que nourriture et boissons)	Number of Items / Nombre d'articles	Cost per Item / Coût par article	B Total Cost / Coût total	A+B Total Hospitality Cost / Coût total de l'accueil
					$16.95

Remarks - Remarques

Payee Name - Nom du bénéficiaire						Vendor Code - Code fournisseur	
Stéphanie Poliquin						80044018	
Commitment No. / N° d'engagement	Cost Center / Centre de coût	Fund - Fonds	Functional Area / Domaine fonctionnel	Order - Ordre	GL - Compte général (2015 / 2401)	Amount including Tax / Montant incluant taxe	GST / HST / TPS / TVH
300255664-1	11050	15	4010		2401	16.95	1.95

Payee Name - Nom du bénéficiaire						Vendor Code - Code fournisseur	
Commitment No. / N° d'engagement	Cost Center / Centre de coût	Fund - Fonds	Functional Area / Domaine fonctionnel	Order - Ordre	GL - Compte général (2015 / 2401)	Amount including Tax / Montant incluant taxe	GST / HST / TPS / TVH

Prepared by (*Type or print*) - Préparé par (*Dactylographier ou en caractères d'imprimerie*)	Tel. No. - N° de tél.	Date
Sylvie Crispin	(613) 482-9811	Dec. 1, 2015

Certified pursuant to Section 34 of the *Financial Administration Act*. Certifié en vertu de l'article 34 de la *Loi sur la gestion des finances publiques*.

Title - Titre

Marie-Josée Thivierge - Assistant Deputy Minister - CFO

[signature] Signature — 7-12-2015 Date

JUS 145-2 (2011/11)

Starbucks Coffee Canada #4944
340 Albert Street
Ottawa, ON K1R 7X7

s.19(1)

CHK 710548
11/24/2015 07:31 AM
2099263 Drawer: 1 Reg: 1

Coffee Traveler	15.00
Sbux Card	8.00
Sbux Card	8.95
Subtotal	$15.00
HST 13% - Food & Beverage	$1.95
Total	$16.95
Change Due	**$0.00**

----------- Check Closed ---------------
11/24/2015 07:31 AM

SBUX Card New Balance: 0.00
Card is not registered.
Sign up at
www.starbucks.ca/register

SBUX Card New Balance: 1.05
Card is not registered.
Sign up at
www.starbucks.ca/register

GST: 86585 3535

New members get a FREE DRINK!
Join our loyalty program
Sign up for email rewards
Visit Starbucks.ca/rewards
Or download our app
Participating Stores Only

Department of Justice Canada   Ministère de la Justice Canada

POUR SIGNATURE

NOTE D'INFORMATION À L'INTENTION DE LA SOUS-MINISTRE-ADJOINTE ET DIRIGEANTE PRINCIPALE DES FINANCES

Demande d'engagement pour l'achat de café pour la rencontre avec les représentants d'Israël

(POUR ABROBATION)

OBJET

ACHAT DE DE CAFÉ POUR LA RENCONTRE AVEC LES REPRÉSENTANTS D'ISRAËL

Obtenir votre signature sous l'article 32 sur la demande d'engagement de dépense ci-jointe.

CONTEXTE

LA SECTION 32 AVAIT ÉTÉ AUTORISÉE PAR MME STÉPHANIE POLIQUIN, MAIS COMME LA DÉPENSE LUI DOIT ÊTRE REMBOURSÉE, ELLE NE POUVAIT DONNÉ SON AUTORISATION.

Votre signature sur la demande d'engagement de dépense sous l'article 32 est requise afin de procéder avec le paiement

CONSIDÉRATIONS

Conformément à la politique du Conseil du Trésor, votre signature est requise.

Est-ce que vous approuvez? Oui ✓ / ____Non

7-12-2015

Marie-Josée Thivierge – Sous-ministre adjointe et DPF

RÉDIGÉ PAR

Sylvie Crispin
Agente administrative
Groupe du SM – Centre d'affaires
Téléphone : 613-482-9811
Le 1 décembre 2015

s.19(1)

Crispin, Sylvie

From: Sheridan, Kathleen (DMO)
Sent: November 27, 2015 1:21 PM
To: Crispin, Sylvie
Subject: RE: Hospitality Request

Oui. On assiste le bureau pour l'instant.

K

From: Crispin, Sylvie
Sent: November-27-15 1:07 PM
To: Sheridan, Kathleen (DMO)
Subject: RE: Hospitality Request

Allô Kathleen,

Je veux juste m'assurer, c'est bien cette facture que Stéphanie a payé? Et c'est bien la Ministre qui recevait ces gens et non le sous-ministre?

merci

Sylvie
613-482-9811

From: Sheridan, Kathleen (DMO)
Sent: November 27, 2015 11:13 AM
To: Crispin, Sylvie
Subject: RE: Hospitality Request

Bonjour Sylvie,

C'est un "meet and greet" avec le Ministre. Les titres sont ici :

[redacted] Israel Supreme Court
[redacted] Ambassador of Israel

Michelle travaille pour le Gouvernement.

Kathleen

From: Crispin, Sylvie
Sent: 2015-Nov-26 2:31 PM

To: Sheridan, Kathleen (DMO)
Subject: RE: Hospitality Request

s.19(1)

Kathleen,

C'est quoi l'événement? Il n'y avait pas d'agenda? C'est gens sont tous des employés du Gouvernement?

Merci

Sylvie
613-482-9811

From: Sheridan, Kathleen (DMO)
Sent: November 26, 2015 1:48 PM
To: Crispin, Sylvie
Subject: FW: Hospitality Request

Bonjour Sylvie,

Voici la liste des participants pour une recontre au bureau du Ministre le mardi 24 novembre. Je vais apporter le reçu dans quelques minutes. On a acheté le café à Starbucks.

Jody Wilson-Raybould\
William F. Pentney 2
Michelle Douglas 3
[redacted] 4
[redacted] 5

Merci!

Kathleen

From: Poliquin, Stéphanie
Sent: 2015-Nov-23 4:07 PM
To: Désormeaux, Suzanne
Cc: Sheridan, Kathleen (DMO); St-Germain, Paul
Subject: Re: Hospitality Request

Approved.

Stéphanie Poliquin
Chief of Staff to the DM of Justice/
Chef de cabinet du Sous-ministre de la Justice
Sent from my BlackBerry 10 smartphone on the Rogers network.

De: Désormeaux, Suzanne
Envoyé: Monday, November 23, 2015 4:02 PM
À: Poliquin, Stéphanie
Cc: Sheridan, Kathleen (DMO); St-Germain, Paul
Objet: Hospitality Request

Hi Stéphanie,

I require your S. 32 approval for a hospitality request for a meeting that will take place on Tuesday, November 24 at 8 AM.

We would need to order coffee for approximately 5 to 6 people.

Merci,

Suzanne Désormeaux
Personal Assistant to the Deputy Minister
Adjointe personnelle au sous-ministre
Office of the Deputy Minister // Bureau du sous-ministre
Justice Canada
284 Wellington Street
Ottawa, ON
Tel.: 613-957-4998

Department of Justice Canada
Ministère de la Justice Canada

CCM #: 2015-014240

APPROVAL SLIP

HOSPITALITY CLAIM

For approval by:	Marie-Josée Thivierge, ADM-CFO
Event:	Meet and Great with the Ambassador of Israel
Sector:	Deputy Minister's Office
Host:	William Pentney
Hospitality Amount:	16.95 $
Event Amount:	16.95 $
Vendor(s) / Claimant(s):	Stephanie Poliquin
Date(s) of the Event:	November 24, 2015

RECOMMENDATION FOR: Marie-Josée Thivierge, ADM-CFO

Your approval under Section 34 of the *Financial Administration Act* is required for this invoice.

William Pentney, attended

CONSIDERATIONS:

1. The actual per capita cost for the break is below the TBS standard cost per person.
2. The expenditure initiation and Section 32 of the *FAA* was not approved prior to the event. Please certify the after the fact Section 32 as well as Section 34 of the *FAA* enclosed in this document.
3. There is no agenda for this event.

RECOMMENDED BY:	SIGNATURE	DATE
Carla Garcia *Chief, Accounting Operations and Client Services*	[signature]	Dec 4 '15
Karoline Poiré *Manager, Accounting Operations and Client Services*	[signature]	Dec 4. 2015
Éric Trépanier *Director General, Deputy Chief Financial Officer*	[signature]	7/12/15

Department of Justice Canada / Ministère de la Justice Canada

Fiscal Year / Année financière: 2015-2016

HOSPITALITY CLAIM PAYMENT VOUCHER / BORDEREAU DE PAIEMENT POUR UNE DEMANDE DE REMBOURSEMENT POUR DÉPENSES D'ACCUEIL

For approval by / Pour approbation par	Marie-Josée Thivierge, ADM-CFO
Event / Événement	Meet and Great with the Ambassador of Israel
Sector / Secteur	Deputy Minister's Office
Host / Hôte	William Pentney
Event location(s) / Lieu(x) de l'événement	East Memorial Building
Date(s) of the event / Date(s) de l'événement	Tuesday, November 24, 2015

Vendor(s) name / Nom du (des) fournisseur(s)	Stephanie Poliquin
Total hospitality cost / Coût total de l'accueil	$ 16.95
Other costs / Autres coûts	$ -
Total cost of the event / Coût total de l'événement	$ 16.95

	MEALS / REPAS	NUMBER OF PARTICIPANTS / NOMBRE DE PARTICIPANTS				TBS LIMITS / LIMITES DU SCT		COST / COÛT PER CAPITA	TOTAL COST / COÛT TOTAL (incl. taxes & gratuities / incl. taxes et pourboires)	
		Approved / Autorisé		Actual / Réel						
Date	Item Detail / Élément détaillé Please detail the refreshment (ex: coffee, tea, muffins, etc.) / Veuillez détailler les rafraîchissement (ex: café, thé, biscuits, etc.)	Public servant(s) Fonctionnaire(s)	Non-public servant(s) / Non fonctionnaire(s)	Public servant(s) Fonctionnaire(s)	Non-public servant(s) / Non fonctionnaire(s)	Average Moyenne	Maximum	Actual Réel	Approved Autorisé	Actual Réel
11/24/2015	Refresments - Coffee	n/a	n/a	3	2	8.28	12.42	3.39	n/a	16.95
							-	-		
							-	-		
							-	-		
							-	-		
							-	-		
							-	-		
							-	-		
							-	-		
							-	-		
							-	-		

Due to the formatting of some of the cells, the amounts are rounded to the second decimal.
Compte tenu du formatage, les montants sont arrondis à la deuxième décimale.

	Approved	Actual
Total hospitality cost / Coût total de l'accueil	-	16.95
Other costs / Autres coûts		
Total cost of the event / Coût total de l'événement	-	16.95

Comments / Commentaires

1. The actual per capita cost for the break is below the TBS standard cost per person.
2. The expenditure initiation and Section 32 of the *FAA* was not approved prior to the event. Please certify both Sections 32 and 34 of the *FAA* enclosed in this document.
3. There is no agenda for this event.

Prepared by / Préparé par

Samantha Allard — Signature: [signature] — 12/4/2015

Name (type or print) / Nom (lettres moulées ou caractères d'imprimerie) — Signature — Date (D-J / M / Y-A)

Account verified by Finance / Compte vérifié par Finances

Samantha Allard — Signature: [signature] — 12/4/2015

Name (type or print) / Nom (lettres moulées ou caractères d'imprimerie) — Signature — Date (D-J / M / Y-A)

Department of Justice Canada | Ministère de la Justice Canada

HOSPITALITY CLAIM
DEMANDE DE REMBOURSEMENT DE DÉPENSES D'ACCUEIL

Function - L'évènement	Date of Function / Date de l'évènement	Place(s) of Function - Lieu(x) de l'évènement
NCR Cabinet Meeting	Y-A 2015 M 11 D-J ~~14~~ 25	284 Wellington EMB-4140

Processed in IFMS Doc.# 1619017220 Date 11-12-11

Date	Type	Participants: Gov't of Canada / Gouv. du Canada	Participants: Others / Autres	Actual Cost - Coût réel: Total Attendees / Total des prticipants	Actual Cost - Coût réel: Per Capita Cost / Coût individuel	A Total Cost / Coût total
25/11/15	Refreshment	~~27~~ 20	7	27	$1.31	$35.43
				Totals / Totaux	$1.31	$35.43

Date	Type (Other than food & beverage) / Type (Autres que nourriture et boissons)	Number of Items / Nombre d'articles	Cost per Item / Coût par article	B Total Cost / Coût total	A+B Total Hospitality Cost / Coût total de l'accueil
					$35.43

Remarks - Remarques

Payee Name - Nom du bénéficiaire						Vendor Code - Code fournisseur	
Corner Kitchen						102824	
Commitment No. / N° d'engagement	Cost Center / Centre de coût	Fund - Fonds	Functional Area / Domaine fonctionnel	Order - Ordre	GL - Compte général (2015 / 2401)	Amount including Tax / Montant incluant taxe	GST / HST / TPS / TVH
300250588-1	12000	15	4010		2401	35.43	4.08

Payee Name - Nom du bénéficiaire						Vendor Code - Code fournisseur	
Commitment No. / N° d'engagement	Cost Center / Centre de coût	Fund - Fonds	Functional Area / Domaine fonctionnel	Order - Ordre	GL - Compte général (2015 / 2401)	Amount including Tax / Montant incluant taxe	GST / HST / TPS / TVH

Prepared by (*Type or print*) - Préparé par (*Dactylographier ou en caractères d'imprimerie*)	Tel. No. - N° de tél.	Date
Sylvie Crispin	(613) 482-9811	Nov, 26, 2015

Certified pursuant to Section 34 of the *Financial Administration Act*. Certifié en vertu de l'article 34 de la *Loi sur la gestion des finances publiques*.

Title - Titre

Marie-Josée Thivierge - Assistant Deputy Minister - CFO

Signature [signature] Date 7-12-2015

JUS 145-2 (2011/11)

Please send payment to address on this invoice only

CK

Q 12315

Place de Ville, 320 Queen Street (Mall Level)
Ottawa, Ontario K1R 5A3 **Tel/Fax: (613) 594-8455**
www.wecateroffices.com

COMPANY NAME:	DEL. DAY	DATE
Justice	Wed	NOV 23.16
ADDRESS:	DELIVERY TIME	
284 Wellington	1:00	

CONTACT PERSON & PHONE NO:	GIVE INV. TO:	# OF PEOPLE
Karine 613 952-	5290	25

	TOTAL	
3 pots C	29	85
delivery	2	50
Net 30 Days. Interest of 2% per month will apply to overdue accounts. SUB TOTAL	31	35
☐ Terms of payment ________ H.S.T.	4	08
Received ________ TOTAL	35	43

HST/GST #87179 2842 RT0001

Customer assumes responsibility for equipment.

Crispin, Sylvie

From: Sheridan, Kathleen (DMO)
Sent: November 26, 2015 1:49 PM
To: Crispin, Sylvie
Subject: FW: Guests arriving for a meeting today between 1 and 1:30pm
Attachments: Attendance for November 25th NCR Cabinet Meeting.xlsx

Bonjour Sylvie,

Voici la liste des participants pour une réunion hier- <<NCR Cabinet Meeting>> au EMB 4140. Les autres participants sont le SM, Stéphanie Poliquin, Allison Krogh et Jennifer Reaney. Je vais apporter le reçu dans quelques minutes.

Merci!

Kathleen

From: Krogh, Allison
Sent: 2015-Nov-25 8:42 AM
To: * Commissionaire Control Centre - EMB
Cc: Désormeaux, Suzanne; St-Germain, Paul; Sheridan, Kathleen (DMO)
Subject: Guests arriving for a meeting today between 1 and 1:30pm

Good morning,
Please see the attached list of guests that will be arriving for a meeting today between 1 and 1:30pm.
Please call up to our reception at 613-952-3500 to have someone come down to escort them up.
Thanks

Allison Krogh
Office of the Deputy Minister of Justice and Deputy Attorney General |
Cabinet du sous-ministre de la Justice et sous-procureur général
Department of Justice Canada | Ministère de la Justice Canada
284 Wellington Street, Room 4081 | 284, rue Wellington, pièce 4081
Ottawa, Ontario K1A 0H8
tel/tél : 613-946-3869
E-mail | Courriel: allison.krogh@justice.gc.ca

s.19(1)

Name

1 Maria Belen
2 Chris Aylward
3 Shereen Benzvy Miller
4 Julie Courchesne
5 Dan Couture
6 Dan Danagher
7 Michelle Kovacevic
8 Frances McRae
9 Sarah Paquet
10 Paulina Pisarek
11 Tasha Taylor
12 Elizabeth Tromp
13 Sinthia Zaman
14
15
16
17
18 Evelyn Drescher
19
20
21
22
23

s.19

16190143 98

s.19(1)

Department of Justice Canada | Ministère de la Justice Canada

HOSPITALITY CLAIM | **DEMANDE DE REMBOURSEMENT DE DÉPENSES D'ACCUEIL**

Function - L'évènement	Date of Function - Date de l'évènement (Y-A M D-J)	Place(s) of Function - Lieu(x) de l'évènement
Visit of	2015 11 26	284 Wellington EMB-4140

Date	Type	Participants: Gov't of Canada - Gouv. du Canada	Participants: Others - Autres	Actual Cost - Coût réel: Total Attendees - Total des priticipants	Actual Cost - Coût réel: Per Capita Cost - Coût individuel	A Total Cost - Coût total
26/11/15	Refreshment	3	4	7	$2.42	$16.95
				Totals - Totaux	$2.42	$16.95

Date	Type (Other than food & beverage) - Type (Autres que nourriture et boissons)	Number of Items - Nombre d'articles	Cost per Item - Coût par article	B Total Cost - Coût total	A+B Total Hospitality Cost - Coût total de l'accueil
					$16.95

Remarks - Remarques

Payee Name - Nom du bénéficiaire						Vendor Code - Code fournisseur	
Paul St-Germain						94403422	
Commitment No. - N° d'engagement	Cost Center - Centre de coût	Fund - Fonds	Functional Area - Domaine fonctionnel	Order - Ordre	GL - Compte général (2015 / 2401)	Amount including Tax - Montant incluant taxe	GST / HST - TPS / TVH
300250588-1	12000	15	4010		2401	16.95	1.95

Payee Name - Nom du bénéficiaire						Vendor Code - Code fournisseur	
Commitment No. - N° d'engagement	Cost Center - Centre de coût	Fund - Fonds	Functional Area - Domaine fonctionnel	Order - Ordre	GL - Compte général (2015 / 2401)	Amount including Tax - Montant incluant taxe	GST / HST - TPS / TVH

Prepared by (*Type or print*) - Préparé par (*Dactylographier ou en caractères d'imprimerie*)	Tel. No. - N° de tél.	Date
Sylvie Crispin	(613) 482-9811	Nov. 26, 2015

Certified pursuant to Section 34 of the *Financial Administration Act*. Certifié en vertu de l'article 34 de la *Loi sur la gestion des finances publiques*.

Title - Titre

Marie-Josée Thivierge - Assistant Deputy Minister - CFO

Signature | Date: 7-12-2015

JUS 145-2 (2011/11)

s.19(1)

Starbucks Coffee Canada #4944
340 Albert Street
Ottawa, ON K1R 7X7

CHK 717052
11/26/2015 09:11 AM
2065246 Drawer: 2 Reg: 1

Coffee Traveler	15.00
Debit	16.95
Subtotal	$15.00
HST 13% - Food & Beverage	$1.95
Total	$16.95
Change Due	**$0.00**

----------- Check Closed ---------------
11/26/2015 09:11 AM

GST: 86585 3535

New members get a FREE DRINK!
Join our loyalty program
Sign up for email rewards
Visit Starbucks.ca/rewards
Or download our app
Participating Stores Only

s.19(1)

Crispin, Sylvie

From: Vaillancourt, Danielle
Sent: November 26, 2015 1:57 PM
To: Crispin, Sylvie
Subject: FW: visit of [redacted] at 9:30 a.m.

From: Désormeaux, Suzanne
Sent: 2015-Nov-26 1:20 PM
To: St-Germain, Paul; Sheridan, Kathleen (DMO)
Cc: Vaillancourt, Danielle
Subject: RE: visit of [redacted] at 9:30 a.m.

Paul – please send your receipt to finance for reimbursement.

From: Poliquin, Stéphanie
Sent: 26 novembre 2015 8:32
To: Sheridan, Kathleen (DMO); Désormeaux, Suzanne
Cc: Vaillancourt, Danielle; Rousseau, Johanne
Subject: Tr: visit of [redacted] at 9:30 a.m.

I approve the expense below.

Can we aks Paul to pick it up? I will reimburse him.

Stéphanie Poliquin
Chief of Staff to the DM of Justice/
Chef de cabinet du Sous-ministre de la Justice

Sent from my BlackBerry 10 smartphone on the Rogers network.

De: Rousseau, Johanne <Johanne.Rousseau@justice.gc.ca>
Envoyé: Thursday, November 26, 2015 8:25 AM
À: Poliquin, Stéphanie
Cc: Désormeaux, Suzanne; Lea MacKenzie
Objet: visit of [redacted] at 9:30 a.m.

I prepared a jug of water and put it in the fridge. Could I ask, once more, your help in providing a pot of coffee for 6?

Names of attendees:

Visitors:

1 [redacted]
2 [redacted]
3 [redacted]

- 4 [redacted] s.19(1)

Justice:

5 William F. Pentney
6 Michelle Douglas
7 The Honourable Jody Wilson-Raybould

Thank you,

Johanne
992-4621

Department of Justice Canada
Ministère de la Justice Canada

CCM #: 2015-014049

s.19(1)

APPROVAL SLIP

HOSPITALITY CLAIM

For approval by:	Marie-Josée Thivierge, ADM-CFO
Event:	Visit of
Sector:	Deputy Minister's Office
Host:	William Pentney
Hospitality Amount:	16.95 $
Event Amount:	16.95 $
Vendor(s) / Claimant(s):	Paul St-Germain
Date(s) of the Event:	November 26, 2015

DEC 07 2015

Assistant Deputy Minister / Sous-ministre adjoint, Management Sector / Secteur de la gestion

RECOMMENDATION FOR: Marie-Josée Thivierge, ADM-CFO

Your approval under Section 34 of the *Financial Administration Act* is required for this invoice.

William Pentney, attended

CONSIDERATIONS:

1. The actual per capita cost for the break is below the TBS standard cost per person.
2. The Honourable Peter MacKay, approved the expenditure initiation and Section 32 of the FAA on the THCEE, as William Pentney was in attendance.
3. There is no agenda for this event.

RECOMMENDED BY:	SIGNATURE	DATE
Carla Garcia *Chief, Accounting Operations and Client Services*	[signature]	Dec. 3 '15
Karoline Poiré *Manager, Accounting Operations and Client Services*	[signature]	Dec 3. 2015
Éric Trépanier *Director General, Deputy Chief Financial Officer*	[signature]	7/12/15

s.19(1)

Department of Justice Canada / Ministère de la Justice Canada

Fiscal Year / Année financière: 2015-2016

HOSPITALITY CLAIM PAYMENT VOUCHER / BORDEREAU DE PAIEMENT POUR UNE DEMANDE DE REMBOURSEMENT POUR DÉPENSES D'ACCUEIL

For approval by / Pour approbation par	Marie-Josée Thivierge, ADM-CFO	Vendor(s) name / Nom du (des) fournisseur(s)	Paul St-Germain
Event / Événement	Visit of		
Sector / Secteur	Deputy Minister's Office		
Host / Hôte	William Pentney	Total hospitality cost / Coût total de l'accueil	$ 16.95
Event location(s) / Lieu(x) de l'événement	East Memorial Building	Other costs / Autres coûts	$ -
Date(s) of the event / Date(s) de l'événement	Thursday, November 26, 2015	Total cost of the event / Coût total de l'événement	$ 16.95

	MEALS / REPAS	NUMBER OF PARTICIPANTS / NOMBRE DE PARTICIPANTS				TBS LIMITS / LIMITES DU SCT		COST / COÛT PER CAPITA	TOTAL COST / COÛT TOTAL (incl. taxes & gratuities / incl. taxes et pourboires)	
		Approved / Autorisé		Actual / Réel						
Date	Item Detail / Élément détaillé Please detail the refreshment (ex: coffee, tea, muffins, etc.) / Veuillez détailler les rafraîchissement (ex: café, thé, biscuits, etc.)	Public servant(s) / Fonctionnaire(s)	Non-public servant(s) / Non fonctionnaire(s)	Public servant(s) / Fonctionnaire(s)	Non-public servant(s) / Non fonctionnaire(s)	Average / Moyenne	Maximum	Actual / Réel	Approved / Autorisé	Actual / Réel
11/26/2015	Coffee break	n/a	n/a	3	4	8.28	12.42	2.42	n/a	16.95
							-	-		
							-	-		
							-	-		
							-	-		
							-	-		
							-	-		
							-	-		
							-	-		
							-	-		
							-	-		

Due to the formatting of some of the cells, the amounts are rounded to the second decimal.
Compte tenu du formatage, les montants sont arrondis à la deuxième décimale.

	Approved	Actual
Total hospitality cost / Coût total de l'accueil	-	16.95
Other costs / Autres coûts		
Total cost of the event / Coût total de l'événement	-	16.95

Comments / Commentaires

1. The actual per capita cost for the break is below the TBS standard cost per person.
2. The Honourable Peter MacKay, approved the expenditure initiation and Section 32 of the *FAA* on the THCEE, as William Pentney was in attendance.
3. There is no agenda for this event.

Prepared by / Préparé par	Samantha Allard	Signature: [signature]	12/2/2015
	Name (type or print) / Nom (lettres moulées ou caractères d'imprimerie)	Signature	Date (D-J / M / Y-A)
Account verified by Finance / Compte vérifié par Finances	Samantha Allard	Signature: [signature]	12/2/2015
	Name (type or print) / Nom (lettres moulées ou caractères d'imprimerie)	Signature	Date (D-J / M / Y-A)

TAB #	Section 1: Activity Information (Mandatory) / Information sur les activités (obligatoire): What? / Quoi?	Why? (explain why it is required) / Pourquoi? (expliquer la nécessité)	Rationale for # of Participants / Rationale pour # de participants	Date: From / De	Date: To / À	Location / Emplacement	# of Participants / Nombre de participants: Public Servant / Fonctionnaire	# of Participants: Non-Public Servant / Non-fonctionnaire	Why not virtual presence? / Pourquoi ne pas utiliser la méthode virtuelle?	Travel Category / Catégorie de voyage	Travel Type / Type de voyage	Estimated Expenditures / Estimation des dépenses: Total	Blanket Travel Authority and Annual Authority (BTA and AAGH): Yes / Oui, No / Non	Estimated # of travellers	Estimated cost for all travellers	Section 3: Hospitality - Forecasted Expenditures / Dépenses prévues: Cost per individual / Coût par individu	Section 3: Total Cost / Coût total	Section 4: Conferences - # of Participants: Public Servant / Fonctionnaire	Section 4: Non-Public Servant / Non-fonctionnaire	Section 4: Forecasted Expenditures / Dépenses prévues: Total Cost / Coût total	Section 5: Events - Other: Type of Expenditure / Catégorie de dépenses	Section 5: Forecasted Expenditures / Dépenses prévues: Total Cost / Coût total	Section 6: Summary / Sommaire: Total Forecasted Expenditures / Dépenses prévues total	Approved or Declined / Approuvé ou refusé	Contact / Ressource: Name / Nom	Contact / Ressource: Phone # / Numéro de téléphone	Sector / Secteur	Core or Non-Core / Essentielles ou non-essentielles	Why submitted to MIN?
[illegible]-1	Hospitality through the FY 2015-2016 for various events/ meetings hosted by the DJL	Hospitality events include, Café Entre Nous, holiday pancake breakfast and DM hosting meetings and other events.	Unknown number of participants at the present time for each event.	April 2015	March 2016	Ottawa, ON			Virtual presence is not an option.	Internal governance / Gouvernance interne	National Travel / Voyage national		Yes / Oui	Unknown	5,000		5,000						5,000.00	[illegible]	Suzanne Desormeaux	613-957-4576	DMO	Non-Core	Hospitality > 5K$
[illegible] 2	Management Information Session (4 events /year)	Management Information Sessions provide a forum for the Deputy Minister and his Associates to engage and to share strategic information with members of the DoJ EX and LC communities. This also gives departmental leaders the opportunity to make informative presentations to their colleagues. There are up to four (4) of these per fiscal year.	All NCR and regional departmental LCs and EXs participate for a total of 293 (regions via webcast)	4 events in total - 1 activity per quarter (specific dates TBD)	TBD	Ottawa, ON							No / Non								Room rental, Audio-visual costs and interpretation Services	48,000	48,000.00	[illegible]	Karen Bron	613-[illegible]-7479	[illegible]	Non-Core	Event > 25K$

TAB #	Section 1: Activity Information (Mandatory) / Information sur les activités (obligatoire) — What? / Quoi ? — Name or brief description / Nom ou description brève	Why? (explain why it is required) / Pourquoi ? (expliquer la nécessité) — Purpose (objective) of Activity / But (objectif) de l'activité	Rationale for # of Participants / Rationale pour # de participants	Date — From / De	Date — To / À	Location / Emplacement — Venue, City / Lieu, ville	# of Participants / Nombre de participants — Public Servant / Fonctionnaire	# of Participants / Nombre de participants — Non-Public Servant / Non-fonctionnaire	Why not virtual presence? / Pourquoi ne pas utiliser la méthode virtuelle ?	Travel Category / Catégorie de voyage	Travel Type / Type de voyage	Estimated Expenditures / Estimation des dépenses — Total	Blanket Travel Authority and Annual Authority to Extend Hospitality / Autorisation générale de voyager et Autorisation pour des activités d'accueil annuelles (BTA and AAEH / AGV et AAAA) — Yes / Oui / No / Non	BTA and AAEH — Estimated # of activities / Estimation # d'activités	BTA and AAEH — Maximum Cost for all Activities / Montant maximal pour toutes les activités	Section 2: Hospitality — Forecasted Expenditures / Dépenses prévues — Cost per Individual / Coût par individu	Section 2: Hospitality — Total Cost / Coût total	Section 4: Conferences — # of Participants / Nombre de participants — Public Servant / Fonctionnaire	Section 4: Conferences — Non-Public Servant / Non-fonctionnaire	Section 4: Conferences — Forecasted Expenditures / Dépenses prévues — Total Cost / Coût total	Section 5: Events - Other — Type of Expenditure / Catégorie de dépenses	Section 5: Events - Other — Forecasted Expenditures / Dépenses prévues — Total Cost / Coût total	Section 6: Summary / Sommaire — Total Forecasted Expenditures / Dépenses prévues total	Approved or Declined	Contact / Ressource — Name / Nom	Contact / Ressource — Phone # / # de téléphone	Sector / Secteur	Core or Non-Core / Essentielles ou non-essentielles	Why submitted to MIN?
MD-7	FPT-Deputy Minister's meeting	FPT-Deputy Minister's meeting		2015-Jun-10	2015-Jun-12	Winnipeg, MB	7		Virtual presence is not an option.	Core mandate / Mandat de base	National Travel / Voyage national	8,400	No / Non			177.45 (59.15 per day) - lunch and a refreshments	14,195						22,596.00	[illegible]	R. M. Guerra	613-946-6655	Policy	Core	Hospitality > $5K

GRAN TOTAL $ 400,225.00

Section 8: Approvals / Approbations

Expenditure Initiation Authority and Certified pursuant to Section 32 of the *Financial Administration Act* /
Pouvoir d'engagement des dépenses et Certifié en vertu de l'Article 32 de la *Loi sur la gestion des finances publiques*

	Initials	Date
Eric Trépanier / Director General and Deputy Chief Financial Officer	[illegible]	[illegible]
Marie-Josée Thivierge / ADM Management Sector and CFO	[illegible]	[illegible]
Pierre Legault / Associate Deputy Minister		MAR 0 9 2015
William F. Pentney / Deputy Minister		MAR 0 9 2015
Honourable Peter MacKay / Minister		MAR 3 1 2015

STS SVP
Shared Travel Services · Services de voyage partagés

HRG

E-Ticket Itinerary Receipt and Invoice

27 November 2015

THANK YOU FOR BOOKING WITH THE HOGG ROBINSON GROUP (HRG) GOVERNMENT OF CANADA TRAVEL SERVICES. THIS DOCUMENTATION CONFIRMS YOUR TRAVEL ARRANGEMENTS.

THE INFORMATION CONTAINED IN THIS DOCUMENT IS PROVIDED BY HRG NORTH AMERICA VIA TRAVELPORT AND OTHER THIRD-PARTY VENDORS. AS SUCH, SOME CONTENT IS AVAILABLE IN ENGLISH ONLY.

PLEASE REVIEW TO ENSURE THAT ALL INFORMATION IS CORRECT.

TRAVELLERS ARE RESPONSIBLE FOR VERIFYING THEIR TRAVEL DOCUMENTS UPON RECEIPT.

ACCEPTANCE OF YOUR ITINERARY CONSTITUTES AGREEMENT WITH ITS CONTENTS.

ANY DISCREPANCY MUST BE REPORTED TO HRG NORTH AMERICA PRIOR TO 8PM EST THE SAME BUSINESS DAY.

HRG WILL NOT INCREASE THE PRICE AFTER TICKET ISSUANCE.

Itinerary details

Trip locator:	MWCG23
Traveller:	Mr WILLIAM FRED PENTNEY

Account references

Traveller Category :	Public Servants
Travel Directive Module :	M2 - Outside Headquarters - No overnight
THCEE Trip Category :	Core Mandate
Trip Purpose :	Core Mandate - Meetings
TAN :	ANB885088
Fiscal Year :	2015-2016
Rationale for not using virtual presence :	Personal attendance required

Itinerary summary

Traffic	Date	From-to/location	Supplier	Times	Class/room	Status
✈	30 Nov 2015	YOW - YQB	AC8746	09:50-10:57	Economy	Booked
✈	30 Nov 2015	YQB - YOW	AC8749	16:20-17:38	Economy	Booked

Frequent flyer cards:

Air Canada
Operated By: Air Canada Express - Jazz
Flight # AC8746

Status: Booked

Departing:	Ottawa Intl Airport, Ottawa, Canada (YOW)
Date/time:	30 November 2015, 09:50
Arriving:	Québec/Jean Lesage International, Quebec, Canada (YQB)
Date/time:	30 November 2015, 10:57
Duration:	1h7m
Aircraft:	De Havilland DHC-8 100 Narrowbody Turboprop
Cabin class:	Economy (V)

Add to calendar

Air Canada
Operated By: Air Canada Express - Jazz
Flight # AC8749

Status: Booked

Departing:	Québec/Jean Lesage International, Quebec, Canada (YQB)
Date/time:	30 November 2015, 16:20
Arriving:	Ottawa Intl Airport, Ottawa, Canada (YOW)
Date/time:	30 November 2015, 17:38
Duration:	1h18m
Aircraft:	De Havilland DHC-8 100 Narrowbody Turboprop
Cabin class:	Economy (V)

Add to calendar

Fare details

Fare accepted:	516.00 CAD
Taxes and fees:	1.50 XG / 75.04 RC / 2.99 XQ / 91.25 XT
Total amount:	686.78 CAD
Fare routing:	YQB - YOW

Service Fees

Fee 1 Base:	34.00 CAD
Fee 1 Taxes:	4.42 CAD HST
Fee 1 Total:	38.42 CAD

GENERAL INFORMATION
****
VENDOR TICKET NUMBER-2155838703
****
VENDOR NAME-AC
VENDOR LOCATOR-KQFKJA
****

GST REGISTRATION NO. R136445095 QST REGISTRATION NO. TVQ M1015857826

GST is represented by tax code XG; HST is represented by tax code RC; QST is represented by tax code XQ.

FOR ASSISTANCE OR IN TRANSIT EMERGENCY SERVICE PLEASE CONTACT HRG ANYTIME AT 1-866-857-3578 WITHIN NORTH AMERICA OR FROM OUTSIDE CANADA / USA; CALL COLLECT AT 1-613-822-3873.

FOR CREDIT CARD SUPPORT DUE TO LOST OR STOLEN CARDS PLEASE USE PHONE NUMBER ABOVE; SELECT OPTION 4 IMPORTANT; THE NAME ON THE IDENTIFICATION MUST MATCH THE NAME ON THE RESERVATION; BOARDING PASS.

FOR FLIGHTS WITHIN CANADA ALL PASSENGERS MUST PRESENT ONE PIECE OF VALID GOVERNMENT ISSUED PHOTO IDENTIFICATION THAT INCLUDES NAME / DATE OF BIRTH AND GENDER.

FOR FLIGHTS TO/FROM THE UNITED STATES ALL PASSENGERS ARE REQUIRED TO PRESENT A VALID PASSPORT.

CITIZENS OF COUNTRIES OTHER THAN CANADA AND THE UNITED STATES SHOULD CONTACT THEIR CONSULATE OR EMBASSY FOR BOARDING REQUIREMENTS OR CONSULT HRG GOVERNMENT TRAVEL SERVICE.

PROOF OF ONWARD OR RETURN TRAVEL MAY BE REQUIRED AT CHECK-IN.

PASSPORT AND VISA REQUIREMENTS:

PLEASE ENSURE PASSPORT IS VALID FOR 6 MONTHS BEYOND EXPECTED RETURN DATE.

ALL CHILDREN REGARDLESS OF AGE MUST HAVE THEIR OWN PASSPORT

CITIZENS OF COUNTRIES OTHER THAN CANADA AND THE UNITED STATES SHOULD CONTACT THE CONSULATE OR EMBASSY FOR PASSPORT AND VISA REQUIREMENTS OR CONSULT HRG GOVERNMENT TRAVEL SERVICE.

CHECK-IN:

- PLEASE ALLOW 2HRS FOR DOMESTIC (CANADA); TRANSBORDER (USA) CHECK-IN

- ALLOW 3HRS FOR ALL INTERNATIONAL CHECK-IN

THE AIRLINES RESERVE THE RIGHT TO DENY BOARDING IF MINIMUM CHECK-IN TIMES ARE NOT MET

FLIGHT TIMES ARE SUBJECT TO CHANGE; PLEASE RE-CONFIRM FLIGHT TIMES PRIOR TO DEPARTURE.

IF YOU ARE TRAVELLING TO AN INTERNATIONAL DESTINATION, PLEASE RECONFIRM YOUR RESERVATIONS 72 HOURS PRIOR TO DEPARTURE DIRECTLY WITH THE AIR CARRIER.

FOR FREE BAGGAGE ALLOWANCE AND/OR APPLICABLE FEES FOR CARRY-ON//CHECKED BAGGAGE RELATED TO YOUR FLIGHT - PLEASE VERIFY THE CARRIERS WEBSITE.

s.19(1)

TAXI
525-5191
COOP
495, 2E AVENUE, QUÉBEC | TAXICOOP-QUEBEC.COM

TAXI COOP 525-5191

> COURRIER / LIVRAISON
> PETITS ET GROS COLIS
> COMISSION
> SURVOLTAGE / DÉVERROUILLAGE

VISA MasterCard

DATE 30/11/2015
MONTANT 23 $
SIGNATURE CHAUFFEUR [redacted]

No. CHAUFFEUR 292

SERVICE 7 JOURS / 24 HEURES

24.27
23.00
47.27

LES TAXIS MARCEL HAMEL
3164 QUATRE BOURGEOIS.
QUEBEC, QC G1W 2K5

Merchant ID: 000000002974505
Term ID: 06712436
25835370016

Purchase

VISA CREDIT

AID: A0000000031010
Entry Method: Chip
Batch#: 000046
11/30/15 15:03:35

Ref#:000091147773
Inv #: 000991 Appr Code: 020792

Amount:	$	21.10
Tip:	$	3.17
Total:	$	24.27

Customer Copy

s.20(1)(c)

Government of Canada | Gouvernement du Canada

Low Dollar Value Services PO
Bon de commande - faible valeur - services

To: - A :	PST N° - N° de TPS	Contact - Personne-ressource	Tel. No - N° du Tél.	Fax. No. - N° de télécop.	Order No. N° de la demande
FLEMING COMMUNICATIONS INC. 101-920 BELFAST RD OTTAWA ON K1G 0Z6 CANADA	As per standing offer Selon l'offre permanente	Corriveau, C.	613-990-6193		4500126557

Order date / Date de la demande: 11/27/2015

Vendor # - N° fournisseur	Contact Name - Nom du contact	Acc. # - N° comp.	Tel. No - N° du Tél.	Fax. No. - N° de télécop.	Date required - Demandé pour le
118711			613-244-6770	613-244-4301	11/27/2015

Item No. Article n°	Description Description	U of I U de D	Quantity Quantité	Unit Price Prix unitaire	Disc Disc	Ext.Price Prix prévu
00010	-GC13506 EMB- Raise & relocate cables	EA	514.52	1.00		514.52

Labour [redacted] Faceplates [redacted]

For further information, please contact your project officer

Stéphane Demers 613-218-7334

E-mail: stephane.demers@justice.gc.ca

Financial Codes / Codage financier	Amount / Montant
3572 - 19092 - 501657 - 15 - 4150	514.52

The currency of this P.O. is - La devise de ce bon est : CAD

Delivery Address - Adresse de livraison

NATIONAL ACCOMMODATION DIVISION
DEPARTMENT OF JUSTICE CANADA
ATT: BRENDA FRASER
275 SPARKS ST, 9TH FLOOR
OTTAWA ON K1A 0H8

Invoicing address - Adresse de facturation

NATIONAL ACCOMMODATION DIVISION
DEPARTMENT OF JUSTICE CANADA
ATT: BRENDA FRASER
275 SPARKS ST, 9TH FLOOR
OTTAWA ON K1A 0H8

FOB - FAB: FOB Destination

Terms of payment - Modalités de paiement: DD NET 30 DAYS

Amount - Montant / CAD	514.52
T. taxes - T. taxes / CAD	66.89
T. Amount - Montant T. / CAD	581.41

Special Instructions - Instructions spéciales

The order number must appear on invoices, B/L, packing lists, correspondence and outside containers. Le numéro de la demande doit être indiqué sur les factures, les connaissements, les listes d'emballage, la correspondance et à l'extérieur des contenants.

GST/HST extra: Must be shown separately on invoice - Supplement TPS/TVH: Doit être indiqué séparément sur la facture

General terms and conditions are available at: http://www.justice.gc.ca/eng/dept-min/cont

Conditions générales sont disponible au: http://www.justice.gc.ca/fra/dept-min/cont

Certified pursuant to subsection32(1) of *Financial Administration Act*
Certifié en vertu du paragraphe 32(1) de la *Loi sur la gestion des finances publiques*.

Signature [signed] Date Nov.27/15

Approved for the Minister Approuvé pour le Ministre

Signature [signed] Date Nov.27/15

Canada

501657

s.19(1)
s.20(1)(c)

FCi SECURITY • WIRELESS • TELECOM
ONE COMPANY, ONE CALL.

November-26-2015

QUOTATION #: GC13506

Project: **4th floor Minister's office**

Stéphane H. Demers
Department of Justice Canada, Communications Branch
284 Wellington Street
Room 4366
Ottawa, Ontario K1A OH8
Canada

284 Wellington Street - EMB
Ottawa, Ontario K1A OH8
Canada

Attention: **Stéphane H. Demers**

Phone: **613-218-7334**

FCi is pleased to offer the following quotation for your requirements at 284 Wellington Street - EMB Ottawa, Ontario K1A OH8 Canada. All work will be completed to meet FCi's high quality standards and as per your request.

Statement of Work

Provide technical labour and material to:

Raise (4) existing sets of cables and relocate to Jiffy pole locations

Description	Quantity	Unit	Price	Total
LABOUR, DIVISION 5 - TELECOM				
FACEPLATES FURNITURE MDVO ADAPTER, 3-PORT WHITE				
Total				**$514.52**

(Total does not include taxes; PST Exemption # 11708174G)

Terms & Conditions

- This quotation is valid for thirty (30) days from the date indicated above.
- Ceilings and walls will be accessible for installation.
- Installations will be in a non-asbestos environment.
- Due date will be met unless the situation is beyond our control such as labour disruption or natural disaster.
- Payment terms are net thirty (30) days from the invoice date.
- Fifteen (15) year warranty on all cabling materials installed.

Thank you for giving FCi the opportunity to provide you with a quotation. If you have any questions or concerns, please do not hesitate to contact me.

Regards,

Recommended for Approval

IFMS Doc#: 1619019666
16190 16510
16190 15119
16190 15120
16190 15121
16190 15122

Department of Justice Canada / Ministère de la Justice Canada

HOSPITALITY CLAIM / DEMANDE DE REMBOURSEMENT DE DÉPENSES D'ACCUEIL

Function - L'évènement	Date of Function / Date de l'évènement (Y-A M D-J)	Place(s) of Function - Lieu(x) de l'évènement
Formation en Leadership pour les cadres supérieurs	2015 11 30	111, Sussex Rideau Falls Room Ottawa (Lunch) 284, Wellington EMB-4140 (diner)

Date	Type	Participants: Gov't of Canada / Gouv. du Canada	Participants: Others / Autres	Actual Cost - Coût réel: Total Attendees / Total des prticipants	Actual Cost - Coût réel: Per Capita Cost / Coût individuel	A Total Cost / Coût total
2015/11/30	Lunch	24	1	25	$16.10	$402.28
2015/12/01	Lunch	24	1	25	$14.11	$352.56
2015/12/02	Lunch	24	1	25	$18.85	$471.21
				Totals / Totaux	$49.06	$1,226.05

Date	Type (Other than food & beverage) / Type (Autres que nourriture et boissons)	Number of Items / Nombre d'articles	Cost per Item / Coût par article	B Total Cost / Coût total	A+B Total Hospitality Cost / Coût total de l'accueil
					$1,226.05

Remarks - Remarques

2015/12/02 - Diner - Gov't of Canada 26 - Other 1 - Total Attendees 27 - Per Capital Cost $26.11 - Total Cost $704.84
2015/12/03 - Lunch - Gov't of Canada 24 Other 1 - Total Attendees 25 - Per Capital Cost $16.68 - Total Cost $416.97
2015/12/04 - Lunch - Gov't of Canada 24 Other 1 - Total Attendees 25 - Per Capital Cost $19.44 - Total Cost $485.90

Sub-total = $1607.71
Total A + B = $1226.05

$2833.76

Il n'y avait pas d'agenda pour le souper. C'était une conversation informelle avec le sous-ministre sur n'import quel enjeux qu'ils souhaitaient soulever. Total 27 personnes styles buffet assez pour 27 personnes
Pour le lunch 25 personnes styles buffets alors il y en a assez pour 25 personnes

Payee Name - Nom du bénéficiaire	Vendor Code - Code fournisseur
Carmello's Italian Restaurant	108745

Commitment No. / N° d'engagement	Cost Center / Centre de coût	Fund - Fonds	Functional Area / Domaine fonctionnel	Order - Ordre	GL - Compte général (2015 / 2401)	Amount including Tax / Montant incluant taxe	GST / HST / TPS / TVH
300254653-2	12000	15	4010		2401	704.84	81.09

Payee Name - Nom du bénéficiaire	Vendor Code - Code fournisseur
Café Deluxe	121593

Commitment No. / N° d'engagement	Cost Center / Centre de coût	Fund - Fonds	Functional Area / Domaine fonctionnel	Order - Ordre	GL - Compte général (2015 / 2401)	Amount including Tax / Montant incluant taxe	GST / HST / TPS / TVH
300254654-2	12000	15	4010		2401	$2,128.92	$244.92

Prepared by (*Type or print*) - Préparé par (*Dactylographier ou en caractères d'imprimerie*)	Tel. No. - N° de tél.	Date
Sylvie Crispin	(613) 482-9811	2015/12/07

Certified pursuant to Section 34 of the *Financial Administration Act*. Certifié en vertu de l'article 34 de la *Loi sur la gestion des finances publiques*.

Title - Titre

Marie-Josée Thivierge - Assitant Deputy Minister - CFO

Signature: [signature] Date: 14-12-2015

JUS 145-2 (2011/11)

Department of Justice Canada
Ministère de la Justice Canada

CCM #: 2015-014327

APPROVAL SLIP

HOSPITALITY CLAIM

For approval by:	Marie-Josée Thivierge, ADM-CFO
Event:	Formation en leadership pour les cadres supérieurs
Sector:	Deputy Minister's Office
Host:	William Pentney
Hospitality Amount:	2,833.76 $
Event Amount:	2,833.76 $
Vendor(s) / Claimant(s):	Café Deluxe Carmello's
Date(s) of the Event:	November 30, 2015 to December 4, 2015

RECOMMENDATION FOR: Marie-Josée Thivierge, ADM-CFO

Your approval under Section 34 of the *Financial Administration Act* is required for this invoice.

William Pentney, attended

CONSIDERATIONS:

1. The actual per capita costs for the lunches and the dinner are below the TBS standard cost per person.
2. The actual total cost of the hospitality is below the pre-approved amount.
3. Electronic invoices are accepted when they include the vendor name, the vendor address, the detail of the purchase, the invoice date and the invoice number.
4. Diane Platt, Acting CFO, approved the Expenditure initiation and Section 32 of the *FAA* in the THCEE.

RECOMMENDED BY:	SIGNATURE	DATE
Carla Garcia *Chief, Accounting Operations and Client Services*	[signature]	10/12/15
Karoline Poiré *Manager, Accounting Operations and Client Services*	[signature]	11/12/15
Éric Trépanier *Director General, Deputy Chief Financial Officer*	A/ [signature]	11.12.15

Department of Justice Canada / Ministère de la Justice Canada

Fiscal Year / Année financière: 2015-2016

HOSPITALITY CLAIM PAYMENT VOUCHER / BORDEREAU DE PAIEMENT POUR UNE DEMANDE DE REMBOURSEMENT POUR DÉPENSES D'ACCUEIL

For approval by / Pour approbation par	Marie-Josée Thivierge, ADM-CFO
Event / Événement	Formation en leadership pour les cadres supérieurs
Sector / Secteur	Deputy Minister's Office
Host / Hôte	William Pentney
Event location(s) / Lieu(x) de l'événement	111 Sussex, Ottawa
Date(s) of the event / Date(s) de l'événement	November 30, 2015 to December 4, 2015

Vendor(s) name / Nom du (des) fournisseur(s)	Café Deluxe Carmello's	
Total hospitality cost / Coût total de l'accueil	$	2,833.76
Other costs / Autres coûts	$	-
Total cost of the event / Coût total de l'événement	$	2,833.76

	MEALS / REPAS	NUMBER OF PARTICIPANTS / NOMBRE DE PARTICIPANTS				TBS LIMITS / LIMITES DU SCT		COST / COÛT PER CAPITA	TOTAL COST / COÛT TOTAL	
		Approved / Autorisé		Actual / Réel						
Date	Item Detail / Élément détaillé Please detail the refreshment (ex: coffee, tea, muffins, etc.) / Veuillez détailler les rafraîchissement (ex: café, thé, biscuits, etc.)	Public servant(s) / Fonctionnaire(s)	Non-public servant(s) / Non fonctionnaire(s)	Public servant(s) / Fonctionnaire(s)	Non-public servant(s) / Non fonctionnaire(s)	Average Moyenne	Maximum	Actual Réel	Approved Autorisé	Actual Réel
30/11/2015	Lunch: Wraps, sandwiches, salads, fruit tray, desserts, bev.	15	3	24	1	33.20	49.80	16.09		[illegible]28
01/12/2015	Lunch: Stir fry, cookies, beverage	15	3	24	1	33.20	49.80	18.85		471.21
02/12/2015	Lunch: Sandwiches, squares, beverages, cheese platter	15	3	24	1	33.20	49.80	14.10		352.56
02/12/2015	Dinner: Hot meals	15	3	26	1	74.90	112.35	26.11		704.84
03/12/2015	Lunch: Lasagna, cookies and beverages	15	3	24	1	33.20	49.80	16.68		416.97
04/12/2015	Lunch: Meat platter, salads, desserts, bev, mediterranean tray	15	3	24	1	33.20	49.80	19.44		485.90
							-	-		
							-	-		
							-	-		
							-	-		
							-	-		

Due to the formatting of some of the cells, the amounts are rounded to the second decimal.
Compte tenu du formatage, les montants sont arrondis à la deuxième décimale.

	Approved	Actual
Total hospitality cost / Coût total de l'accueil	3,300.00	2,833.76
Other costs / Autres coûts		
Total cost of the event / Coût total de l'événement	3,300.00	2,833.76

Comments / Commentaires

1. The actual per capita costs for the lunches and for the dinner are below the TBS standard cost per person.
2. The actual total cost of the hospitality is below the pre-approved amount.
3. Electronic invoices are accepted when they include the vendor name, the vendor address, the detail of the purchase, the invoice date and the invoice number.
4. Diane Platt, Acting CFO, approved the Expenditure Initiation and Section 32 of the *FAA* in the THCEE.

Prepared by / Préparé par
Mélissa Glazer
Name (type or print) / Nom (lettres moulées ou caractères d'imprimerie) — Signature — 10/12/15 Date (D-J / M / Y-A)

Account verified by Finance / Compte vérifié par Finances
Mélissa Glazer
Name (type or print) / Nom (lettres moulées ou caractères d'imprimerie) — Signature — 10/12/15 Date (D-J / M / Y-A)

Page 1/1

Crispin, Sylvie

From:	Rochon, Pierre
Sent:	December 6, 2015 11:58 AM
To:	Vaillancourt, Danielle; Crispin, Sylvie
Cc:	Poliquin, Stéphanie
Subject:	Fw: Cafe Deluxe -- Receipt# 314760

J'ai reçu 5 factures. Je vous les envoie toutes...
Merci!
Pierre

Sent from my BlackBerry 10 smartphone on the Rogers network.
Original Message
From: cafedeluxeottawa@gmail.com
Sent: Saturday, December 5, 2015 12:57 PM
To: Rochon, Pierre
Subject: Cafe Deluxe -- Receipt# 314760

Cafe Deluxe
77 Metcalfe St.
Ottawa, ON. K1P 5L6
(613)563-7271
Tax ID: GST#888523610

CHECK# 314760
Closed to On Account

DATE/TIME: 12/05/2015 12:56:46 PM
CASHIER: 100101
STATION: 01

Customer Info
==============
6139463868 PL: A
Pierre Rochon
Justice Canada
284 Wellington St.
Ottawa ON
(613) 946-3868
12 WRAP^ $84.00
12 SANDWICH^ $72.00

24 SALAD^	$48.00
1 FRUIT PLATTER MEDIUM^	$50.00
24 DESSERTS^	$66.00
24 POP/WATER^	$36.00
Subtotal	$356.00
HST	$46.28
GRAND TOTAL	$402.28

On Account $402.28

Catering Nov. 30, 2015
Payment due on receipt. Thank you!

Crispin, Sylvie

From: Rochon, Pierre
Sent: December 10, 2015 6:50 AM
To: Crispin, Sylvie
Subject: Fw: Cafe Deluxe -- Receipt# 314761

Sent from my BlackBerry 10 smartphone on the Rogers network.
Original Message
From: Cafe Deluxe <cafedeluxeottawa@gmail.com>
Sent: Wednesday, December 9, 2015 9:19 AM
To: Rochon, Pierre
Subject: FW: Cafe Deluxe -- Receipt# 314761

Cafe Deluxe
77 Metcalfe St.
Ottawa, ON. K1P 5L6
(613)563-7271
Tax ID: GST#888523610

CHECK# 314761
Closed to On Account

DATE/TIME: 12/05/2015 12:57:50 PM
CASHIER: 100101
STATION: 01

Customer Info
==============
6139463868 PL: A
Pierre Rochon
Justice Canada
284 Wellington St.
Ottawa ON
(613) 946-3868
24 STIR FRY, RICE & SALAD^ $336.00
36 COOKIES^ $45.00
24 POP/WATER^ $36.00
Subtotal $417.00
HST $54.21

GRAND TOTAL $471.21

On Account $471.21

Catering Dec. 1, 2015
Payment ~~due on~~ receipt. Thank you!

Crispin, Sylvie

From: Rochon, Pierre
Sent: December 6, 2015 11:59 AM
To: Vaillancourt, Danielle; Crispin, Sylvie
Cc: Poliquin, Stéphanie
Subject: Fw: Cafe Deluxe -- Receipt# 314762

Sent from my BlackBerry 10 smartphone on the Rogers network.
Original Message
From: cafedeluxeottawa@gmail.com
Sent: Saturday, December 5, 2015 1:00 PM
To: Rochon, Pierre
Subject: Cafe Deluxe -- Receipt# 314762

Cafe Deluxe
77 Metcalfe St.
Ottawa, ON. K1P 5L6
(613)563-7271
Tax ID: GST#888523610

CHECK# 314762
Closed to On Account

DATE/TIME: 12/05/2015 12:59:47 PM
CASHIER: 100101
STATION: 01

Customer Info
==============
6139463868 PL: A
Pierre Rochon
Justice Canada
284 Wellington St.
Ottawa ON
(613) 946-3868
24 SANDWICH^ $144.00
24 SQUARES^ $72.00
24 POP/WATER^ $36.00
1 CHESSE PLATTER LARGE^ $60.00

12 PREMIUM SALAD $0.00
$30.00 - 100.00% or $360.00
12 GREEK SALAD $0.00
$30.00 - 100.00% or $360.00
Subtotal $312.00
HST $40.56
GRAND TOTAL $352.56

On Account $352.56

Catering Dec. 2, 2015
Payment ~~due on~~ receipt. Thank you!

Crispin, Sylvie

From:	Rochon, Pierre
Sent:	December 6, 2015 11:59 AM
To:	Vaillancourt, Danielle; Crispin, Sylvie
Cc:	Poliquin, Stéphanie
Subject:	Fw: Cafe Deluxe -- Receipt# 314763

Sent from my BlackBerry 10 smartphone on the Rogers network.
Original Message
From: cafedeluxeottawa@gmail.com
Sent: Saturday, December 5, 2015 1:01 PM
To: Rochon, Pierre
Subject: Cafe Deluxe -- Receipt# 314763

Cafe Deluxe
77 Metcalfe St.
Ottawa, ON. K1P 5L6
(613)563-7271
Tax ID: GST#888523610

CHECK# 314763
Closed to On Account

DATE/TIME: 12/05/2015 1:00:36 PM
CASHIER: 100101
STATION: 01

Customer Info
==============
6139463868 PL: A
Pierre Rochon
Justice Canada
284 Wellington St.
Ottawa ON
(613) 946-3868
24 LASAGNA, GARLIC BREAD & ^ $288.00
36 COOKIES^ $45.00
24 POP/WATER^ $36.00
Subtotal $369.00

HST $47.97
GRAND TOTAL $416.97

On Account $416.97

Catering Dec. 3, 2015
Payment due on receipt. Thank you!

Crispin, Sylvie

From: Rochon, Pierre
Sent: December 10, 2015 6:51 AM
To: Crispin, Sylvie
Subject: Fw: Cafe Deluxe -- Receipt# 314764

Et voilà la seconde.
Pierre

Sent from my BlackBerry 10 smartphone on the Rogers network.
Original Message
From: Cafe Deluxe <cafedeluxeottawa@gmail.com>
Sent: Wednesday, December 9, 2015 9:20 AM
To: Rochon, Pierre
Subject: FW: Cafe Deluxe -- Receipt# 314764

Cafe Deluxe
77 Metcalfe St.
Ottawa, ON. K1P 5L6
(613)563-7271
Tax ID: GST#888523610

CHECK# 314764
Closed to On Account

DATE/TIME: 12/05/2015 1:01:29 PM
CASHIER: 100101
STATION: 01

Customer Info
==============
6139463868 PL: A
Pierre Rochon
Justice Canada
284 Wellington St.
Ottawa ON
(613) 946-3868
24 DELUXE MEAT PLATTER^ $216.00
36 SALAD^ $72.00
24 DESSERTS^ $66.00
24 POP/WATER^ $36.00

1 SMALL MEDITERRANEAN TRAY^ $40.00
Subtotal $430.00
HST $55.90
GRAND TOTAL $485.90

On Account $485.90
Catering Dec 4th 2015

186324

CARMELLO'S ITALIAN RESTAURANT LTD.
300 SPARKS ST.
OTTAWA, ONTARIO
K1R 7S3

DATE: Dec 02/15

Nº DE TAXE / TAX REG. NO.

Nº DE COMMANDE / ORDER NO.

RECEIVED DEC 4 - 2015

VENDU À / SOLD TO: Dept Justice

ADRESSE / ADDRESS

EXPÉDIER À / SHIP TO: Pierre Rochon

ADRESSE / ADDRESS

DATE D'EXPÉDITION / SHIPPING DATE	VIA	CONDITIONS / TERMS	ACHETEUR / BUYER	VENDU PAR / SOLD BY

QTÉ / QTY	DESCRIPTION	PRIX / PRICE	MONTANT / AMOUNT
25	Hot Meals @	24.95	623.75
		TPS/GST TVH/HST	81.09
		TVP/PST	
		TOTAL	704.84

REÇU PAR / RECEIVED BY

42B

FORMULAIRE DE VENTE
SALES ORDER

s.19(1)

Crispin, Sylvie

From: pierre.rochon
Sent: November 5, 2015 7:46 AM
To: Crispin, Sylvie
Subject: Re: Leadership en action - Catering

Le nombre change malheureusement souvent et il y a toujours trop de nourriture alors 24 devrait être suffisant vu que c'est en format buffet. :)

Pierre Rochon

Sent from my iPhone

Le 5 nov. 2015 à 07:29, Crispin, Sylvie <Sylvie.Crispin@justice.gc.ca> a écrit :

> Encore la tannante,
>
> Je viens de remarquer que le menu est pour 24 personnes et la liste de participants est de 25, est-ce qu'il y a une personne qui ne mange pas?
>
> Ça devrait être ma dernière question....
>
> Sylvie
> 613-482-9811
>
> **From:** pierre.rochon [mailto:pierre.rochon
> **Sent:** November 5, 2015 7:28 AM
> **To:** Crispin, Sylvie
> **Subject:** RE: Leadership en action - Catering
>
> Bonne journée à toi aussi! ☺
>
> Sent from Mail for Windows 10
>
> **From:** Crispin, Sylvie
> **Sent:** November 5, 2015 7:04 AM
> **To:** 'pierre.rochon
> **Subject:** RE: Leadership en action - Catering
>
> Merci Pierre pour vos réponses rapides
>
> Bonne journée ☺

s.19(1)

Leadership in Action – Cohort II

Participants E-mail Listing

Name	Courriel	Phone Number
1. Akerley,Marjorie	marj.akerley@justice.gc.ca	Stephanie Poliquin 26
2. Benbaruk,Dora	dora.benbaruk@justice.gc.ca	
3. Bourry,Marie	marie.bourry@justice.gc.ca	William F. Pentney 27
4. Bouzigon,Mylene	mylene.bouzigon@justice.gc.ca	
5. Brazeau, Michel	michel.brazeau@justice.gc.ca	
6. Clark,Caroline	caroline.clark@justice.gc.ca	
7. Chaplan,Jonathan	jonathan.chaplan@justice.gc.ca	
8. Dunbar, David	david.dunbar@ic.gc.ca	
9. Gluch, Henry	hgluch@justice.gc.ca	
10. Henchey,Janet	jhenchey@justice.gc.ca	
11. Hendy, Elizabeth	elizabeth.hendy@justice.gc.ca	
12. Jacques,Isabelle	isabelle.jacques@justice.gc.ca	
13. Longo,Liliana	liliana.longo@justice.gc.ca	
14. Lovett, Lynn	lynn.lovett@justice.gc.ca	
15. Othmer, Nancy	nancy.othmer@justice.gc.ca	
16. Prefontaine,Alain	aprefontaine@justice.gc.ca	
17. Saunders,Thomas	tom.saunders@justice.gc.ca	
18. Schultz,Henry	henry.schultz@justice.gc.ca	
19. Shuttle,Paul	paul.shuttle@justice.gc.ca	
20. Sousa, Michael	michael.sousa@ps-sp.gc.ca	
21. Trépanier,Eric	eric.trepanier@justice.gc.ca	
22. van Dieen,Jodie	jodie.vandieen@justice.gc.ca	
23. Vauclair,Alain	alain.vauclair2@justice.gc.ca	
24.		819-459-3397
25. Pierre Rochon		819-930-1346

↳ public servant

Pour le souper du 2 déc seulement

Crispin, Sylvie

From: Sheridan, Kathleen (DMO)
Sent: December 4, 2015 10:49 AM
To: Crispin, Sylvie
Cc: Vaillancourt, Danielle
Subject: RE: Hospitalité souper 2 décembre

Oui!

Kathleen

From: Crispin, Sylvie
Sent: 2015-Dec-04 10:48 AM
To: Sheridan, Kathleen (DMO)
Cc: Vaillancourt, Danielle
Subject: Hospitalité souper 2 décembre

Bonjour Kathleen,

Est-ce que tu pourrais me dire si Stéphanie et le sous-ministre étaient au souper? Pierre a un message d'absence jusqu'à aujour'hui!

Merci

Ministère de la Justice Canada Department of Justice Canada

Sylvie Crispin
Agente d'administration p.i./ A-Administrative Officer
Groupe du SM, Centre d'affaires / DM Group Business Centre
284, rue Wellington (ÉCE/EMB- 4143A) *NEW*
Ottawa, Ontario K1A 0H8
613-482-9811 *NEW*
sylvie.crispin@justice.gc.ca

Justice Canada

Leadership in action – Together for Excellence and Innovation

November 30 to December 4, 2015
Ottawa, 111 Sussex, Saskatchewan Room Rideau Falls
Facilitators: Louise Poliquin & Pierre Rochon

Monday November 30, 2015

8 :30	Opening (Part 1) - Presentation of facilitators - Program objectives - Program agenda
8 :45	Deputy Minister's Talk - Setting the context - Presenting the task
9 :15	Opening (Part 2) - Today's course plan - Ice-breaker
9 :30	Setting the learning - Rules of engagement - Journaling - Learning partnership
10 :30	BREAK
10 :45	Self-awareness - Concepts of self-awareness
11 :30	Johari Window
12 :15	LUNCH (provided)
13 :15	Our thoughts
14 :00	Ladder of inference
14 :30	BREAK
14 :45	Our emotions
15 :00	Closing - Meeting with learning partnership - Group debrief - Reading assignment
16 :00	End of day

Tuesday December 1, 2015

8 :30 Opening
- Today's course plan
- Journaling
- Review of previous day
- Review of rules of engagement

9 :00 Presentation of the Clerk's video
- Preliminary debrief

9 :30 Leadership in Action
- Presentation by Lt Gen Day
- Q&A period
- Reflection exercise

10 :45 BREAK

11 :00 Presentation of Life-Style Inventory (Leadership Styles)
- Constructive
- Aggressive-Defensive
- Passive-Defensive

12 :15 LUNCH (provided)

13 :15 Review of individual reports

14 :15 BREAK

14 :30 Leadout Simulation

16 :30 Closing
- Meeting with learning partnership
- Group debrief
- Reading assignment

17 :00 End of day

Wednesday December 2, 2015

8 :30	Opening - Today's course plan - Journaling - Review of previous day - Review of rules of engagement
9 :00	Presentation of concepts around organizational culture
9 :20	Description of the current culture
9 :40	Presentation of the tool – Organizational Culture Inventory
10 :15	BREAK
10 :30	Presentation of results – Current and desired culture for Justice
11 :30	My leadership and the culture
12 :15	LUNCH (provided)
13 :15	Justice change agenda - Dialogue with France Pégeot - Q&A period
14 :15	BREAK
14 :30	Dialogue on the DM's tasking - Case for change - Review of everyone's understanding of the task - Brainstorming on initial ideas
16 :00	Closing - Meeting with learning partnership - Group debrief - Reading assignment
16 :30	End of day
17 :30	Dinner with the Deputy Minister

Thursday December 3, 2015

8 :30 Opening
- Today's course plan
- Journaling
- Review of previous day
- Review of rules of engagement

9 :00 Change at the individual level
- Professional changes
- Dynamics of change

10 :15 BREAK

10 :30 Organizational change
- Basic concepts
- Change management models
- Resistance and resilience

12 :30 LUNCH (provided)

13 :30 Back on the task (Part 1)
- Presentation of Weisbord model

14 :45 BREAK

15 :00 Back on the task (Part 2)
- Definition of desired organizational model
- Identification of next steps

16 :30 Closing
- Meeting with learning partnership
- Group debrief
- Reading assignment

17 :00 End of day

Friday December 4, 2015

8 :30 Opening
- Today's course plan
- Journaling
- Review of previous day
- Review of rules of engagement

9 :00 Finalizing presentation to DM

10 :30 BREAK

10 :45 Your continuous development
- Supporting your continuous development
- Engagement exercise

11 :30 Closing of learning partnerships

12 :00 LUNCH (provided)

13 :00 Meeting with the Deputy Minister
- Presentation of the cohort
- Dialogue with the Deputy Minister

14:30 Closing of program

15 :00 Meeting of the two cohorts

16 :00 End of day

Section 1: Activity Information (Mandatory) / Information sur les activités (obligatoire) — Activity Number / Numéro de l'activité	Core or Non-Core / Essentielles ou non-essentielles	What? / Quoi? — Name or brief description / Nom ou description brève	Why? / Pourquoi? — Purpose (objective) of Activity / But (objectif) de l'activité	Rationale for # of Participants / Raison pour le # de participants	Date — From / De	Date — To / À	Location / Emplacement — Venue, City / Lieu, ville	# of Participants — Public Servant / Fonctionnaire	# of Participants — Non-Public Servant / Non-fonctionnaire	Section 2: Travel / Voyage — Name of Traveller / Nom du voyageur	Why not virtual presence? / Pourquoi ne pas utiliser la méthode virtuelle?	Travel Category / Catégorie de voyage	Travel Type / Type de voyage	Additional Travel Details / Détails supplémentaires de voyage — City / Ville — From / De	Mode of Transportation / Mode de transport — Type / Catégorie	Mode of Transportation — Cost / Coût	Accommodations / Hébergement — Type / Catégorie	Accommodations — Cost / Coût	Meals / Repas — Cost / Coût	Incidentals/other costs / Faux frais/autres — Cost / Coût	Rationale for Transportation and Accommodation choices / Justification pour transport et hébergement choisi	Estimated Expenditures / Estimation des dépenses — Total	Direct Travel Authority and Annual Authority to Extend Hospitality — Yes / Oui, No / Non	Estimated # of activities / # estimé d'activités	Maximum Cost for all Activities / Montant maximal pour toutes les activités	Section 3: Hospitality / Accueil — # of Participants — Public Servant / Fonctionnaire	# of Participants — Non-Public Servant / Non-fonctionnaire	Host / Hôte — Name / Nom	Location / Emplacement — Facility / Installation	Location — Explain / Explication	Exceptional Hospitality Components / Éléments d'accueil exceptionnel	Food, Beverages and Other / Aliments, boissons et autres — Type / Catégorie	Cost per individual / Coût par individu	Forecasted Expenditures / Dépenses prévues — Total Cost / Coût total	Section 4: Conferences / Conférences — # of Participants — Public Servant / Fonctionnaire	# of Participants — Non-Public Servant / Non-fonctionnaire	Speaking Checklist / Liste de vérification sur les allocutions	Forecasted Expenditures / Dépenses prévues — Total Cost / Coût total	Section 5: Events - Other Expenditures / Événements - Autres dépenses — Type of Expenditure / Catégorie de dépense	Forecasted Expenditures / Dépenses prévues — Total Cost / Coût total	Section 6: Other Comments / Autres commentaires — Description	Section 7: Summary / Sommaire — Total Forecasted Expenditures / Dépenses totales prévues	Funding / Financement — Expenses to be paid by / Dépenses à être payées par	Cost Centre / Centre de coût	Level of Approval Required / Niveau d'approbation requis	Approved or Declined / Approuvé ou refusé (initials)	Contact / Ressource — Sector / Secteur	Contact — Name / Nom	Contact — Phone # / # de téléphone
1	Core	Formation en leadership pour les cadres supérieurs (EX/LC-03) 5 day training. COHORT 1	Appuyer le conseiller stratégique du bureau du sous-ministre de Justice Canada dans la livraison d'un programme de perfectionnement en leadership des cadres supérieurs (EX/LC-03) – JUS Lead	Le programme de perfectionnement en leadership des cadres supérieurs a été élaboré en tenant compte des programmes offerts au préalable aux EX/LC-01&02 ainsi qu'aux sous-ministres adjoints afin d'assurer un alignement dans le perfectionnement de l'ensemble de la communauté.	Septembre 2015 or October 2015	5 days	Ottawa															$0.00				15	3	unknown at this time	Non-government facility / Installation non gouvernementale	Will use APEX training facility		Diner Supper PAUSES	$185.00	$3,330.00							Hospitality cost per employee is for the 5 days and includes 2 breaks per day, 1 lunch per day and 1 supper for the Wednesday night. The Deputy will attend the diner on Wednesday night so CFO approval is required for that portion of the hospitality	$3,330.00	Justice (JUS)		Deputy Minister / Sous-ministre CFO	[initials]	DMO	Paul Roy	613-957-4622
2	Core	Formation en leadership pour les cadres supérieurs (EX/LC-03) 5 day training. COHORT 2	Appuyer le conseiller stratégique du bureau du sous-ministre de Justice Canada dans la livraison d'un programme de perfectionnement en leadership des cadres supérieurs (EX/LC-03) – JUS Lead	Le programme de perfectionnement en leadership des cadres supérieurs a été élaboré en tenant compte des programmes offerts au préalable aux EX/LC-01&02 ainsi qu'aux sous-ministres adjoints afin d'assurer un alignement dans le perfectionnement de l'ensemble de la communauté.	November 2015 or December 2015	5 days	Ottawa															$0.00				15	3	unknown at this time	Non-government facility / Installation non gouvernementale	Will use APEX training facility		Diner Supper PAUSES	$185.00	$3,330.00							Hospitality cost per employee is for the 5 days and includes 2 breaks per day, 1 lunch per day and 1 supper for the Wednesday night. The Deputy will attend the diner on Wednesday night so CFO approval is required for that portion of the hospitality	$3,330.00	Justice (JUS)		Deputy Minister / Sous-ministre CFO	[initials]	DMO	Paul Roy	613-957-4622
3	Core	Cercles de coaching par les pairs à l'intention des cadres (CCPC). GROUPE 1	Appuyer le conseiller stratégique du bureau du sous-ministre de Justice Canada et la conseillère principale en formation dans la livraison des cercles de coaching par les pairs à l'intention des cadres.	Le nouveau programme de cercles de coaching par les pairs à l'intention des cadres fait suite au programme de perfectionnement en leadership offerts au préalable aux EX/LC-01&02	September 1, 2016	March 31 2016	Ottawa															$0.00				6	2	unknown at this time	Non-government facility / Installation non gouvernementale	better facilities		Diner PAUSES	$287.50	$2,300.00							The coaching will consist of 6 one day sessions to be delivered of the period (1 per month excluding december). Hospitality cost per individual id for the 6 sessions total	$2,300.00	Justice (JUS)		Deputy Minister / Sous-ministre CFO	[initials]	DMO	Paul Roy	613-957-4622
4	Core	Cercles de coaching par les pairs à l'intention des cadres (CCPC). GROUPE 2	Appuyer le conseiller stratégique du bureau du sous-ministre de Justice Canada et la conseillère principale en formation dans la livraison des cercles de coaching par les pairs à l'intention des cadres.	Le nouveau programme de cercles de coaching par les pairs à l'intention des cadres fait suite au programme de perfectionnement en leadership offerts au préalable aux EX/LC-01&02	September 1, 2016	March 31 2016	Ottawa															$0.00				6	2	unknown at this time	Non-government facility / Installation non gouvernementale	better facilities		Diner PAUSES	$287.50	$2,300.00							The coaching will consist of 6 one day sessions to be delivered of the period (1 per month excluding december). Hospitality cost per individual id for the 6 sessions total	$2,300.00	Justice (JUS)		Deputy Minister / Sous-ministre CFO	[initials]	DMO	Paul Roy	613-957-4622

5	Core	Cercles de coaching par les pairs à l'intention des cadres (CCPC), GROUPE 3	Appuyer le conseiller stratégique du bureau du sous-ministre de Justice Canada et la conseillère principale en formation dans la livraison des cercles de coaching par les pairs à l'intention des cadres.	Le nouveau programme de cercles de coaching par les pairs à l'intention des cadres fait suite au programme de perfectionnement en leadership offerts au préalable aux EX/LC-01&02	September 1, 2016	March 31 2016	Ottawa		$0.00		6	2	unknown at this time	Non-government facility / Installation non gouvernementale	better facilities	DIM(?) PAUSE(?)	$287.50	$2,300.00						The coaching will consist of 6 one day sessions to be delivered of the period (1 per month excluding december). Hospitality cost per individual is for the 6 sessions total	$2,300.00	Justice (JUS)		Deputy Minister / Sous-ministre CFO		DMO	Paul Roy	613-957-4622
Grand Total / Grand Total																									$13,560.00						

Section 6: Approvals / Approbations

Recommended by / Recommandé par : [signature] 16/6/2015
Financial Management Advisor or Regional Director of Finance / Conseiller en gestion financière ou Directeur régional des finances — Date

Recommended by / Recommandé par : [signature] 16/6/2015
Director of Business Management / Directeur de la gestion des activités — Date

Expenditure Initiation Authority and Certified pursuant to Section 32 of the *Financial Administration Act* /
Pouvoir d'engagement des dépenses et Certifié en vertu de l'Article 32 de la *Loi sur la gestion des finances publiques*

Name / Nom	Signature	Initials	Date
William Pentney, Deputy Minister	[signature]		
Marie-Josée Thivierge, CFO (for activity #1 and #2)	[signature]		2015/7/31

Expense Report Statement

Expense Report Name: Quebec City Nov 30 2015-1

Traveller Name:	*WILLIAM PENTNEY*
TIN:	*W447676*
Prepared By:	*WILLIAM PENTNEY*
Policy Module:	*M2 - Outside Headquarters - No Overnight*
Trip Purpose:	*Core Mandate - Meetings*
Other Trip Purpose:	
Travel Request Name:	*Quebec City Nov 30 2015*
Travel Start Date:	*30/11/2015*
Travel End Date:	*30/11/2015*
ER Approval Status:	*Approved*
Primary Location:	
Secondary Location:	
Online TAN:	*ANB885088*
Fiscal Year:	*2015-2016*
Travel Outside Default Division:	*N*
Vendor Code:	*27327957*
Event:	
Comments:	

Expense Report Summary

Expense Summary

Total allocated expenses :	**789.27**
(Minus) Total non-reimbursable expenses :	725.20
Total reimbursable expenses :	**64.07**
Total due traveller :	**64.07**

Non-Reimbursable Expenses

Expense Type	Date	Foreign Amount	Tax Amount	Amount

Expense Type / Financial Coding	Date		Foreign Amount	Tax Amount / Total Excl. Tax	Amount / Total Incl. Tax
5) Commercial Air / 8500 - 0130 - 0000 - 10006 - 82	27/11/2015	1505 - 12000 - 0130 - 4010 - 15 - - 3003 -			686.78 / 8.04
Air Can 0142155838703					686.78
Hrg Anb885088 5.01					
Air Canada					
5) Commercial Air	30/11/2015	1505 - 12000 - 0130 - 4010 - 15 - - 3003 -			38.42
Air Can 0142155838703					38.42
Hrg Anb885088 5.01					
Air Canada					

Total non-reimbursable expenses (CAD) 725.20

Reimbursable Expenses

Expense Type	Date		Foreign Amount	Tax Amount		Amount
11) Taxi	30/11/2015	1505 - 12000 - 0130 - 4010 - 15 - - 3003 - 8500 - 0130 - 0000 - 10006 - 82 - - -		QC*...	5.72	41.55
						47.27
To travel to and from airport to meeting location.						
2) Allowance: Meals, Incidentals & Private Accommodation	30/11/2015	1505 - 12000 - 0130 - 4010 - 15 - - 3003 - 8500 - 0130 - 0000 - 10006 - 82 - - -		QC#...	2.32	14.48
						16.80

Total reimbursable expenses (CAD) 64.07

Tax Coding Summary

GST	Total Amount
8500 - 0130 - 0000 - 10006 - 82 - - -	8.04

Financial Coding Summary

Financial Coding	Total Excl. Tax	Total Incl. Tax

Date And Time Financial Coding	Approver	Approval Status	Comment Total Excl. Tax	Total Incl. Tax
1505 - 12000 - 0130 - 4010 - 15 - - 3003 -			781.23	789.27

Approval History

Date And Time	Approver	Approval Status	Comment
21/12/2015 11:08:48	Christina Crampton	Approved	
21/12/2015 10:48:43	Eric Trepanier	Approved	
21/12/2015 09:40:25	Mélissa Glazer	Selected Approver Changed	
15/12/2015 10:43:02	Mélissa Glazer	Approved	
14/12/2015 10:27:50	Mélissa Glazer	Approval Status Changed	Yes it is. Thank you !
11/12/2015 10:21:27	WILLIAM PENTNEY	Comments Submitted	I have included the HRG service charge but not sure I coded it properly. Thank you.
11/12/2015 10:21:14	WILLIAM PENTNEY	Comments Submitted	I have included the HRG service charge. Thank you.
11/12/2015 10:21:08	WILLIAM PENTNEY	Comments Submitted	I have included the HRG service charge.
10/12/2015 15:45:13	Mélissa Glazer	Information Required	Good afternoon, please link HRG service charge of $38.42 to the Expense Report. Thank you.

Signatures

I certify that the amounts included in this Expense Report were incurred on authorized government business travel.

Traveller Name *WILLIAM PENTNEY*

Submit Date *10/12/2015*

Signature

Recommender Name *Mélissa Glazer*

Recommended Date *15/12/2015*

Signature

Certified pursuant to section 34 of the Financial Administration Act.

Approver Name *Eric Trepanier*

Approval Date *21/12/2015*

Signature

Processor Name *Christina Crampton*

Processed Date *21/12/2015*

Signature

View Linked Transactions

Transaction: Details

Purchase: 01/08/2016
Amount: $89.27 CAD
Hrg Anb866897 4.04, Toronto

Expenses | Coding | Approval | Summary

Hrg Anb866897 4.04, Toronto ON

Transaction Date	01/08/2016
Posting Date	03/08/2016
Internal Reference	H1320160804hflbunerk

Supplier Category Details

Merchant Group	Transportation
Merchant Category	Travel Agencies and Tour Operators (4722)

View Audit History

Card Transaction | Transaction Line Item | Travel Agency

Extended Transaction Details

Ticket Number	X9ZBPU
Identifier Detail	X9ZBPU
Identifier Type	TKTNUM
Fee Amount	89.27
Fee Amount Type	4.04

S.T.S SVP
Shared Travel Services
Services de voyage partagés

Man.

Expenses - Main Menu | Travel Expenses | Approvals | Reports | Personal Settings

avel Request

el Request

ement - WILLIAM PENTNEY

Foreign Exchange Rate Calculator

Back   Add Foreign Currency

NZD - New Zealand Dollar

0.94876416

Calculate Exchange Rate

s.18(a)
s.19(1)

STS SVP
Shared Travel Services Services de voyage partagés

HRG

E-Ticket Itinerary Receipt and Invoice

04 August 2016

THANK YOU FOR BOOKING WITH THE HOGG ROBINSON GROUP (HRG) GOVERNMENT OF CANADA TRAVEL SERVICES. THIS DOCUMENTATION CONFIRMS YOUR TRAVEL ARRANGEMENTS.

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HRG WILL NOT INCREASE THE PRICE AFTER TICKET ISSUANCE.

Itinerary details

Trip locator:	X9ZBPU
Traveller:	Mr WILLIAM FRED PENTNEY

Account references

Traveller Category :	Public Servants
Travel Directive Module :	M4 - International - Overnight
THCEE Trip Category :	Core Mandate
Trip Purpose :	Core Mandate - Meetings
TAN :	ANB866897
Rationale for not using virtual presence :	Personal attendance required

Itinerary summary

Traffic	Date	From-to/location	Supplier	Times	Class/room	Status
✈	25 Aug 2016	YOW - YVR	AC139	19:55-22:10	Business	Booked
✈	25 Aug 2016	YVR - SYD	NZ4761	23:40-08:15	Business	Booked
✈	27 Aug 2016	SYD - WLG	NZ846	09:45-15:00	Economy	Booked
✈	31 Aug 2016	WLG - AKL	NZ452	15:45-16:50	Economy	Booked
✈	31 Aug 2016	YVR - YOW	AC188	17:20-00:58	Business	Booked
✈	31 Aug 2016	AKL - YVR	NZ24	20:05-14:10	Business	Booked

Frequent flyer cards:

E-ticket 1

Traveller name:	PENTNEY/WILLIAM
Ticket number:	0869565490825
Route:	Ottawa Intl Airport, Ottawa - Vancouver Intl Airport, Vancouver - Kingsford-Smith International, Sydney - Wellington Intl, Wellington - Auckland Intl Airport, Auckland - Vancouver Intl Airport, Vancouver - Ottawa Intl Airport, Ottawa
Fare amount:	7829.00 CAD
Taxes:	25.91 CA / 2.99 RC / 87.30 XT
Ticket amount:	7945.20 CAD
Issuing agency:	67524192
Date of issue:	04 August 2016
Form of payment:	
Endorsements:	NONENDORSABLE-NONREROUTENONRE/F-SPCL COND APPLYNONREF-SPCL/COND APPLYAPPLY

s.18(a)

E-ticket 2

Traveller name:	PENTNEY/WILLIAMF
Ticket number:	0149565488191
Route:	Ottawa Intl Airport, Ottawa - Vancouver Intl Airport, Vancouver - Kingsford-Smith International, Sydney - Auckland Intl Airport, Auckland - Kingsford-Smith International, Sydney - Vancouver Intl Airport, Vancouver - Ottawa Intl Airport, Ottawa
Fare amount:	9658.00 CAD
Taxes:	25.91 CA / 2.99 RC / 88.60 XT
Ticket amount:	9775.50 CAD
Issuing agency:	67524192
Date of issue:	29 July 2016
Form of payment:	
Endorsements:	GOC-ACJV

Air Canada
Flight # AC139

Booking reference: KJPIME
Status: Booked

Departing:	Ottawa Intl Airport, Ottawa, Canada (YOW)
Date/time:	25 August 2016, 19:55
Arriving:	Vancouver Intl Airport, Vancouver, Canada (YVR), Terminal M
Date/time:	25 August 2016, 22:10
Duration:	5h15m
Aircraft:	Airbus A320-100/200 Narrowbody Jet
Cabin class:	Business (P)
Seat:	03C
Baggage allowance:	2PC

Add to calendar

Air New Zealand
Operated By: Air Canada
Flight # NZ4761

Booking reference: NR8VJH
Status: Booked

Departing:	Vancouver Intl Airport, Vancouver, Canada (YVR), Terminal M
Date/time:	25 August 2016, 23:40
Arriving:	Kingsford-Smith International, Sydney, Australia (SYD), Terminal 1
Date/time:	27 August 2016, 08:15
Duration:	15h35m
Aircraft:	BOEING 777-200LR Widebody Jet
Cabin class:	Business (J)
Seat:	02K
Baggage allowance:	2PC

Add to calendar

Air New Zealand
Flight # NZ846

Booking reference: NR8VJH
Status: Booked

Departing:	Kingsford-Smith International, Sydney, Australia (SYD), Terminal 1
Date/time:	27 August 2016, 09:45
Arriving:	Wellington Intl, Wellington, New Zealand (WLG)
Date/time:	27 August 2016, 15:00
Duration:	3h15m
Aircraft:	Airbus A320-100/200 Narrowbody Jet
Cabin class:	Economy (Y)
Baggage allowance:	2PC

Add to calendar

Seat: 13C

Air New Zealand
Flight # NZ452

Booking reference: NR8VJH
Status: Booked

Departing:	Wellington Intl, Wellington, New Zealand (WLG)
Date/time:	31 August 2016, 15:45
Arriving:	Auckland Intl Airport, Auckland, New Zealand (AKL), Terminal D
Date/time:	31 August 2016, 16:50
Duration:	1h5m
Aircraft:	Airbus A320-100/200 Narrowbody Jet
Cabin class:	Economy (Y)
Seat:	07C
Baggage allowance:	2PC

Add to calendar

Air Canada
Flight # AC188

Booking reference: KJPIME
Status: Booked

Departing:	Vancouver Intl Airport, Vancouver, Canada (YVR), Terminal M
Date/time:	31 August 2016, 17:20
Arriving:	Ottawa Intl Airport, Ottawa, Canada (YOW)
Date/time:	01 September 2016, 00:58
Duration:	4h38m
Aircraft:	Airbus A320-100/200 Narrowbody Jet
Cabin class:	Business (P)
Seat:	02D
Baggage allowance:	2PC

Add to calendar

Air New Zealand
Flight # NZ24

Booking reference: NR8VJH
Status: Booked

Departing:	Auckland Intl Airport, Auckland, New Zealand (AKL), Terminal I
Date/time:	31 August 2016, 20:05
Arriving:	Vancouver Intl Airport, Vancouver, Canada (YVR), Terminal M
Date/time:	31 August 2016, 14:10
Duration:	13h5m
Aircraft:	Boeing 777-200 Widebody Jet
Cabin class:	Business (D)
Seat:	07J
Baggage allowance:	2PC

Add to calendar

Fare details

Fare accepted:	7829.00 CAD
Taxes and fees:	25.91 CA / 23.00 SQ / 20.40 F1 / 11.40 IA / 32.50 KK / 2.99 RC
Total amount:	7945.20 CAD
Fare routing:	YOW - YVR YVR - SYD SYD - WLG WLG - AKL AKL - YVR YVR - YOW

Service Fees

Fee 1 Base:	79.00 CAD
Fee 1 Taxes:	10.27 CAD HST
Fee 1 Total:	89.27 CAD

GENERAL INFORMATION
BEST AVAILABLE FARE WAS BOOKED.
RESTRICTIONS MAY APPLY. CHANGES MUST BE MADE PRIOR
TO ORIGINAL TRAVEL DATE AND FLIGHT TIME OR VALUE
OF TICKET WILL BE FORFEITED.

GST REGISTRATION NO. R136445095 QST REGISTRATION NO. TVQ M1015857826

GST is represented by tax code XG; HST is represented by tax code RC; QST is represented by tax code XQ.

FOR ASSISTANCE OR IN TRANSIT EMERGENCY SERVICE PLEASE CONTACT HRG ANYTIME AT 1-866-857-3578 WITHIN NORTH AMERICA OR FROM OUTSIDE CANADA / USA; CALL COLLECT AT 1-613-822-3873.

FOR CREDIT CARD SUPPORT DUE TO LOST OR STOLEN CARDS PLEASE USE PHONE NUMBER ABOVE; SELECT OPTION 4 IMPORTANT; THE NAME ON THE IDENTIFICATION MUST MATCH THE NAME ON THE RESERVATION; BOARDING PASS.

FOR FLIGHTS WITHIN CANADA ALL PASSENGERS MUST PRESENT ONE PIECE OF VALID GOVERNMENT ISSUED PHOTO IDENTIFICATION THAT INCLUDES NAME / DATE OF BIRTH AND GENDER.

FOR FLIGHTS TO/FROM THE UNITED STATES ALL PASSENGERS ARE REQUIRED TO PRESENT A VALID PASSPORT.

CITIZENS OF COUNTRIES OTHER THAN CANADA AND THE UNITED STATES SHOULD CONTACT THEIR CONSULATE OR EMBASSY FOR BOARDING REQUIREMENTS OR CONSULT HRG GOVERNMENT TRAVEL SERVICE.

PROOF OF ONWARD OR RETURN TRAVEL MAY BE REQUIRED AT CHECK-IN.

PASSPORT AND VISA REQUIREMENTS:

PLEASE ENSURE PASSPORT IS VALID FOR 6 MONTHS BEYOND EXPECTED RETURN DATE.

ALL CHILDREN REGARDLESS OF AGE MUST HAVE THEIR OWN PASSPORT

CITIZENS OF COUNTRIES OTHER THAN CANADA AND THE UNITED STATES SHOULD CONTACT THE CONSULATE OR EMBASSY FOR PASSPORT AND VISA REQUIREMENTS OR CONSULT HRG GOVERNMENT TRAVEL SERVICE.

CHECK-IN:

- PLEASE ALLOW 2HRS FOR DOMESTIC (CANADA); TRANSBORDER (USA) CHECK-IN
- ALLOW 3HRS FOR ALL INTERNATIONAL CHECK-IN

THE AIRLINES RESERVE THE RIGHT TO DENY BOARDING IF MINIMUM CHECK-IN TIMES ARE NOT MET

FLIGHT TIMES ARE SUBJECT TO CHANGE; PLEASE RE-CONFIRM FLIGHT TIMES PRIOR TO DEPARTURE.

IF YOU ARE TRAVELLING TO AN INTERNATIONAL DESTINATION, PLEASE RECONFIRM YOUR RESERVATIONS 72 HOURS PRIOR TO DEPARTURE DIRECTLY WITH THE AIR CARRIER.

FOR FREE BAGGAGE ALLOWANCE AND/OR APPLICABLE FEES FOR CARRY-ON//CHECKED BAGGAGE RELATED TO YOUR FLIGHT - PLEASE VERIFY THE CARRIERS WEBSITE.

ACCOMMODATIONS:

PLEASE VERIFY THE RATE AT CHECK-IN AS LOCAL MARKET CONDITIONS MAY DICTATE A LOWER RATE.

THE SUPPLIERS PROVIDING SERVICES FOR YOUR RESERVATION MAY HAVE IMPOSED RESTRICTIONS CONCERNING THE ABILITY TO CHANGE OR MODIFY YOUR RESERVATION. THE DETAILS OF THESE RESTRICTIONS WERE PROVIDED EITHER TO YOU OR TO THE PERSON MAKING THE RESERVATION ON YOUR BEHALF. DURING THE ONLINE RESERVATION PROCESS THESE RESTRICTIONS WERE ACCEPTED PRIOR TO SUBMITTING YOUR RESERVATION FOR PURCHASE. SHOULD YOU HAVE ANY QUESTIONS OR CONCERNS, PLEASE CONTACT AN HRG NORTH AMERICA TRAVEL COUNSELLOR.

NO-SHOWS:

NO-SHOWS ARE NOT PERMITTED AND RESULT IN THE FORFEIT OF THE FULL AMOUNT OF THE FARE AT DEPARTURE TIME; PLEASE NOTE THAT NO-SHOWS AT ORIGINAL POINT OF DEPARTURE WILL ALSO RESULT IN CANCELLATION OF THE REMAINDER OF THE FLIGHTS.

CHANGES OR CANCELLATIONS MUST BE MADE PRIOR TO SCHEDULED TRAVEL DATE AND; FLIGHT TIME TO PREVENT NO SHOWS AND AVOID FORFEIT OF VALUE OF TICKET.

PLEASE NOTE THAT FARES MAY BE SUBJECT TO CHANGE AND ARE GUARANTED ONLY ONCE TICKETED.

Travel Industry regulations require the travel agency to advise the customer about the availability of optional trip cancellation insurance and optional out of province health insurance. Individuals may contact the travel insurance provider of their choice to obtain a personal quote. TICO NO. 1355825

HRG North America, 370 King St. W., Suite 700, Toronto ON M5V 1J9, 1-866-857-3578

Sheridan, Kathleen

From: Désormeaux, Suzanne
Sent: 2016-Sep-21 4:14 PM
To: Sheridan, Kathleen
Subject: FW: New Zealand - Deputy Minister - hotel costs

From: Douglas, Michelle
Sent: 24 août 2016 9:58
To: Désormeaux, Suzanne <Suzanne.Desormeaux@justice.gc.ca>
Subject: FW: New Zealand - Deputy Minister - hotel costs

Hi Suzanne,

Further to our discussions on the issue of the hotel costs for August 27th, please note the following:

- On August 9th, we asked our High Commission colleagues in Wellington to book a room for the DM and for me on August 27th (among other requests). We have an email to confirm this.
- On August 18th, it came to light that all other reservations had been made with the exception of the room booking for August 27th (just applies to the DM and me). It was simply an oversight.
- When we realized that the August 27th booking hadn't been made for the DM and me, we asked our diplomats to look for options for us. They looked at many hotel options but could not find anything in a standard price range (I have an email to that effect).
- Why is it difficult to find a room in Wellington on August 27th? Because it is the night that the Bledisloe Cup will take place in Wellington. The Bledisloe Cup is a rugby match between the national teams of Australia and New Zealand that has been competed for since the 1930s. It's a big deal and the city's hotel rooms are sold out that night.
- So, the rate of $809NZD (approx. $765CDN) was obtained for one night and indeed, this rate had to be negotiated by our High Commission.
- The next day, the DM and I will move hotel rooms within the same hotel (Intercontinental) in order to secure a much lower rate for the remainder of our time in Wellington.
- Why the Intercontinental Hotel? This is the hotel chosen for Minister Wilson Raybould and her delegation by the government of New Zealand. Some meetings will be held at the hotel.
- As the Government of New Zealand if paying for the Minister + 1, I was told that they will pay the $809NZD as well for the Minister +1 for August 27th as well, in order to facilitate an early check in by the Minister when she arrives in Wellington early on August 28th.

If you have any other questions, please let me know.

Thanks,
Michelle

From: Douglas, Michelle
Sent: 2016-Aug-18 10:16 AM
To: Désormeaux, Suzanne <Suzanne.Desormeaux@justice.gc.ca>; Sheridan, Kathleen <Kathleen.Sheridan@justice.gc.ca>
Cc: McIntyre, Janet <Janet.McIntyre@justice.gc.ca>; Roy, Paul <Paul.Roy@justice.gc.ca>
Subject: New Zealand - Deputy Minister

s.19(1)

BLUELINE

Job #

RECEIPT FOR CAB FARE

Amount 40,00 Date Sept. 1/16

From Airport

To Barrhaven

Cab No. [redacted] Driver [redacted]

H.S.T. Included in meter fare

VISA MasterCard AMERICAN EXPRESS Interac

INTERCONTINENTAL
WELLINGTON

s.19(1)

Mr William Pentney
284 Wellington Street
Ottawa
Ontario ON KIA0H8
Canada

Company Name: Visits and Ceremonial Office

Room No.	:	606
Arrival	:	28/08/16
Departure	:	31/08/16
Page No.	:	1 of 1
Cashier	:	
Date	:	31/08/16 08:46
Voucher #	:	back to back
G.S.T. No.	:	105 827 687

TAX INVOICE 610972

Date	Description	Reference	Debit NZD	Credit NZD
27/08/16	Accommodation	Pentney William #822=>Pentney Will	809.00	
28/08/16	Package Charge		339.00	
29/08/16	Package Charge		339.00	
30/08/16	Package Charge		339.00	
31/08/16	Merchant Service Fee		27.39	
31/08/16	Visa Card			1,853.39
		Total	1,853.39	1,853.39

Total net of Tax	1,587.83	NZD
GST	241.75	NZD
Total including Tax	1,853.39	NZD
* Indicates non-taxable supply		
Balance Due	$ 0.00	NZD

I agree that I am personally liable for the payment of the foregoing statement and if the person, company or association indicated by me as being responsible for payment of the same does not do so, that my liability for such payment shall be joint and several with such person, company or association.

Guest Signature:______________________________

"Earn double points when charging Food and Beverage to your room. Register now at www.ihg.com/2Xfordining"

2 Grey Street, PO Box 175, Wellington, New Zealand. Tel:64 (4) 472 2722 Fax: 64 (4) 472 4724

www.intercontinental.com * wellington@ihg.com

STS SVP
Shared Travel Services / Services de voyage partagés

HRG

s.18(a)
s.19(1)

E-Ticket Itinerary Receipt and Invoice

04 August 2016

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HRG WILL NOT INCREASE THE PRICE AFTER TICKET ISSUANCE.

Itinerary details

Trip locator:	X9ZBPU
Traveller:	Mr WILLIAM FRED PENTNEY

Account references

Traveller Category :	Public Servants
Travel Directive Module :	M4 - International - Overnight
THCEE Trip Category :	Core Mandate
Trip Purpose :	Core Mandate - Meetings
TAN :	ANB866897
Rationale for not using virtual presence :	Personal attendance required

Itinerary summary

Traffic	Date	From-to/location	Supplier	Times	Class/room	Status
✈	25 Aug 2016	YOW - YVR	AC139	19:55-22:10	Business	Booked
✈	25 Aug 2016	YVR - SYD	NZ4761	23:40-08:15	Business	Booked
✈	27 Aug 2016	SYD - WLG	NZ846	09:45-15:00	Economy	Booked
✈	31 Aug 2016	WLG - AKL	NZ452	15:45-16:50	Economy	Booked
✈	31 Aug 2016	YVR - YOW	AC188	17:20-00:58	Business	Booked
✈	31 Aug 2016	AKL - YVR	NZ24	20:05-14:10	Business	Booked

Frequent flyer cards:

E-ticket 1

Traveller name:	PENTNEY/WILLIAM
Ticket number:	0869565490825
Route:	Ottawa Intl Airport, Ottawa - Vancouver Intl Airport, Vancouver - Kingsford-Smith International, Sydney - Wellington Intl, Wellington - Auckland Intl Airport, Auckland - Vancouver Intl Airport, Vancouver - Ottawa Intl Airport, Ottawa
Fare amount:	7829.00 CAD
Taxes:	25.91 CA / 2.99 RC / 87.30 XT
Ticket amount:	7945.20 CAD
Issuing agency:	67524192
Date of issue:	04 August 2016
Form of payment:	
Endorsements:	NONENDORSABLE-NONREROUTENONRE/F-SPCL COND APPLYNONREF-SPCL/COND APPLYAPPLY

s.18(a)

E-ticket 2

Traveller name:	PENTNEY/WILLIAMF
Ticket number:	0149565488191
Route:	Ottawa Intl Airport, Ottawa - Vancouver Intl Airport, Vancouver - Kingsford-Smith International, Sydney - Auckland Intl Airport, Auckland - Kingsford-Smith International, Sydney - Vancouver Intl Airport, Vancouver - Ottawa Intl Airport, Ottawa
Fare amount:	9658.00 CAD
Taxes:	25.91 CA / 2.99 RC / 88.60 XT
Ticket amount:	9775.50 CAD
Issuing agency:	67524192
Date of issue:	29 July 2016
Form of payment:	
Endorsements:	GOC-ACJV

Air Canada
Flight # AC139

Booking reference: KJPIME
Status: Booked

Departing:	Ottawa Intl Airport, Ottawa, Canada (YOW)
Date/time:	25 August 2016, 19:55
Arriving:	Vancouver Intl Airport, Vancouver, Canada (YVR), Terminal M
Date/time:	25 August 2016, 22:10
Duration:	5h15m
Aircraft:	Airbus A320-100/200 Narrowbody Jet
Cabin class:	Business (P)
Seat:	03C
Baggage allowance:	2PC

Add to calendar

Air New Zealand
Operated By: Air Canada
Flight # NZ4761

Booking reference: NR8VJH
Status: Booked

Departing:	Vancouver Intl Airport, Vancouver, Canada (YVR), Terminal M
Date/time:	25 August 2016, 23:40
Arriving:	Kingsford-Smith International, Sydney, Australia (SYD), Terminal 1
Date/time:	27 August 2016, 08:15
Duration:	15h35m
Aircraft:	BOEING 777-200LR Widebody Jet
Cabin class:	Business (J)
Seat:	02K
Baggage allowance:	2PC

Add to calendar

Air New Zealand
Flight # NZ846

Booking reference: NR8VJH
Status: Booked

Departing:	Kingsford-Smith International, Sydney, Australia (SYD), Terminal 1
Date/time:	27 August 2016, 09:45
Arriving:	Wellington Intl, Wellington, New Zealand (WLG)
Date/time:	27 August 2016, 15:00
Duration:	3h15m
Aircraft:	Airbus A320-100/200 Narrowbody Jet
Cabin class:	Economy (Y)
Baggage allowance:	2PC

Add to calendar

Seat: 13C

Air New Zealand
Flight # NZ452
Booking reference: NR8VJH
Status: Booked

Departing:	Wellington Intl, Wellington, New Zealand (WLG)
Date/time:	31 August 2016, 15:45
Arriving:	Auckland Intl Airport, Auckland, New Zealand (AKL), Terminal D
Date/time:	31 August 2016, 16:50
Duration:	1h5m
Aircraft:	Airbus A320-100/200 Narrowbody Jet
Cabin class:	Economy (Y)
Seat:	07C
Baggage allowance:	2PC

Add to calendar

Air Canada
Flight # AC188
Booking reference: KJPIME
Status: Booked

Departing:	Vancouver Intl Airport, Vancouver, Canada (YVR), Terminal M
Date/time:	31 August 2016, 17:20
Arriving:	Ottawa Intl Airport, Ottawa, Canada (YOW)
Date/time:	01 September 2016, 00:58
Duration:	4h38m
Aircraft:	Airbus A320-100/200 Narrowbody Jet
Cabin class:	Business (P)
Seat:	02D
Baggage allowance:	2PC

Add to calendar

Air New Zealand
Flight # NZ24
Booking reference: NR8VJH
Status: Booked

Departing:	Auckland Intl Airport, Auckland, New Zealand (AKL), Terminal I
Date/time:	31 August 2016, 20:05
Arriving:	Vancouver Intl Airport, Vancouver, Canada (YVR), Terminal M
Date/time:	31 August 2016, 14:10
Duration:	13h5m
Aircraft:	Boeing 777-200 Widebody Jet
Cabin class:	Business (D)
Seat:	07J
Baggage allowance:	2PC

Add to calendar

Fare details

Fare accepted:	7829.00 CAD
Taxes and fees:	25.91 CA / 23.00 SQ / 20.40 F1 / 11.40 IA / 32.50 KK / 2.99 RC
Total amount:	7945.20 CAD
Fare routing:	YOW - YVR YVR - SYD SYD - WLG WLG - AKL AKL - YVR YVR - YOW

Service Fees

Fee 1 Base:	79.00 CAD
Fee 1 Taxes:	10.27 CAD HST
Fee 1 Total:	89.27 CAD

GENERAL INFORMATION
BEST AVAILABLE FARE WAS BOOKED.
RESTRICTIONS MAY APPLY. CHANGES MUST BE MADE PRIOR TO ORIGINAL TRAVEL DATE AND FLIGHT TIME OR VALUE OF TICKET WILL BE FORFEITED.

GST REGISTRATION NO. R136445095 QST REGISTRATION NO. TVQ M1015857826

GST is represented by tax code XG; HST is represented by tax code RC; QST is represented by tax code XQ.

FOR ASSISTANCE OR IN TRANSIT EMERGENCY SERVICE PLEASE CONTACT HRG ANYTIME AT 1-866-857-3578 WITHIN NORTH AMERICA OR FROM OUTSIDE CANADA / USA; CALL COLLECT AT 1-613-822-3873.

FOR CREDIT CARD SUPPORT DUE TO LOST OR STOLEN CARDS PLEASE USE PHONE NUMBER ABOVE; SELECT OPTION 4 IMPORTANT; THE NAME ON THE IDENTIFICATION MUST MATCH THE NAME ON THE RESERVATION; BOARDING PASS.

FOR FLIGHTS WITHIN CANADA ALL PASSENGERS MUST PRESENT ONE PIECE OF VALID GOVERNMENT ISSUED PHOTO IDENTIFICATION THAT INCLUDES NAME / DATE OF BIRTH AND GENDER.

FOR FLIGHTS TO/FROM THE UNITED STATES ALL PASSENGERS ARE REQUIRED TO PRESENT A VALID PASSPORT.

CITIZENS OF COUNTRIES OTHER THAN CANADA AND THE UNITED STATES SHOULD CONTACT THEIR CONSULATE OR EMBASSY FOR BOARDING REQUIREMENTS OR CONSULT HRG GOVERNMENT TRAVEL SERVICE.

PROOF OF ONWARD OR RETURN TRAVEL MAY BE REQUIRED AT CHECK-IN.

PASSPORT AND VISA REQUIREMENTS:

PLEASE ENSURE PASSPORT IS VALID FOR 6 MONTHS BEYOND EXPECTED RETURN DATE.

ALL CHILDREN REGARDLESS OF AGE MUST HAVE THEIR OWN PASSPORT

CITIZENS OF COUNTRIES OTHER THAN CANADA AND THE UNITED STATES SHOULD CONTACT THE CONSULATE OR EMBASSY FOR PASSPORT AND VISA REQUIREMENTS OR CONSULT HRG GOVERNMENT TRAVEL SERVICE.

CHECK-IN:

* PLEASE ALLOW 2HRS FOR DOMESTIC (CANADA); TRANSBORDER (USA) CHECK-IN

* ALLOW 3HRS FOR ALL INTERNATIONAL CHECK-IN

THE AIRLINES RESERVE THE RIGHT TO DENY BOARDING IF MINIMUM CHECK-IN TIMES ARE NOT MET

FLIGHT TIMES ARE SUBJECT TO CHANGE; PLEASE RE-CONFIRM FLIGHT TIMES PRIOR TO DEPARTURE.

IF YOU ARE TRAVELLING TO AN INTERNATIONAL DESTINATION, PLEASE RECONFIRM YOUR RESERVATIONS 72 HOURS PRIOR TO DEPARTURE DIRECTLY WITH THE AIR CARRIER.

FOR FREE BAGGAGE ALLOWANCE AND/OR APPLICABLE FEES FOR CARRY-ON//CHECKED BAGGAGE RELATED TO YOUR FLIGHT - PLEASE VERIFY THE CARRIERS WEBSITE.

ACCOMMODATIONS:

PLEASE VERIFY THE RATE AT CHECK-IN AS LOCAL MARKET CONDITIONS MAY DICTATE A LOWER RATE.

THE SUPPLIERS PROVIDING SERVICES FOR YOUR RESERVATION MAY HAVE IMPOSED RESTRICTIONS CONCERNING THE ABILITY TO CHANGE OR MODIFY YOUR RESERVATION. THE DETAILS OF THESE RESTRICTIONS WERE PROVIDED EITHER TO YOU OR TO THE PERSON MAKING THE RESERVATION ON YOUR BEHALF. DURING THE ONLINE RESERVATION PROCESS THESE RESTRICTIONS WERE ACCEPTED PRIOR TO SUBMITTING YOUR RESERVATION FOR PURCHASE. SHOULD YOU HAVE ANY QUESTIONS OR CONCERNS, PLEASE CONTACT AN HRG NORTH AMERICA TRAVEL COUNSELLOR.

NO-SHOWS:

NO-SHOWS ARE NOT PERMITTED AND RESULT IN THE FORFEIT OF THE FULL AMOUNT OF THE FARE AT DEPARTURE TIME; PLEASE NOTE THAT NO-SHOWS AT ORIGINAL POINT OF DEPARTURE WILL ALSO RESULT IN CANCELLATION OF THE REMAINDER OF THE FLIGHTS.

CHANGES OR CANCELLATIONS MUST BE MADE PRIOR TO SCHEDULED TRAVEL DATE AND; FLIGHT TIME TO PREVENT NO SHOWS AND AVOID FORFEIT OF VALUE OF TICKET.

PLEASE NOTE THAT FARES MAY BE SUBJECT TO CHANGE AND ARE GUARANTED ONLY ONCE TICKETED.

Travel Industry regulations require the travel agency to advise the customer about the availability of optional trip cancellation insurance and optional out of province health insurance. Individuals may contact the travel insurance provider of their choice to obtain a personal quote. TICO NO. 1355825

HRG North America, 370 King St. W., Suite 700, Toronto ON M5V 1J9, 1-866-857-3578

100 Jus. H00074087

21

Expense Report Statement

Expense Report Name: Quebec Nov. 30 2016-1

Traveller Name: *JODY RT HON WILSONRAYBOULD*

TIN: *A414708*

Prepared By: *Jody Wilson Raybould*

Policy Module: *M3D - Domestic - Overnight Stay*

Trip Purpose: *Core Mandate - Meetings*

Other Trip Purpose:

Travel Request Name: *8W6E4A4*

Travel Start Date: *22/10/2016*

Travel End Date: *22/10/2016*

ER Approval Status: *Approval Required*

Primary Location:

Secondary Location:

Comments:

Offline TAN: *ANB856766*

Fiscal Year: *2015-2016*

Travel Outside Default Division: *N*

Vendor Code: *42152054*

Event:

Expense Report Summary

Expense Summary

Total allocated expenses :	**728.13**
(Minus) Total non-reimbursable expenses :	711.33
Total reimbursable expenses :	**16.80**
Total due traveller :	**16.80**

Non-Reimbursable Expenses

Expense Type	Date		Foreign Amount	Tax Amount	Amount
25) Transaction/Service Charges	30/11/2015	1524 - 11050 - 0130 - 4010 - 15 - - 3003 -			71.19
Hrg Anb856766 4.01					71.19
5) Commercial Air	27/11/2015	1524 - 11050 - 0130 - 4010 - 15 - - 3003 -			640.14
Air Can 0141612141900					640.14
Air Canada					

Total non-reimbursable expenses (CAD) 711.33

Reimbursable Expenses

Expense Type	Date		Foreign Amount	Tax Amount		Amount
2) Allowance: Meals, Incidentals & Private Accommodation	30/11/2015	1524 - 11050 - 0130 - 4010 - 15 - - 3003 - 8500 - 0130 - 0000 - 10006 - 82 - - -		QC#G ...	2.32	14.48
						16.80

Total reimbursable expenses (CAD) 16.80

Tax Coding Summary

GST	Total Amount
8500 - 0130 - 0000 - 10006 - 82 - - -	2.32

Financial Coding Summary

Financial Coding	Total Excl. Tax	Total Incl. Tax
1524 - 11050 - 0130 - 4010 - 15 - - 3003 -	725.81	728.13

Approval History

Date And Time	Approver	Approval Status	Comment
09/03/2016 10:23:54	Joelle Landry	Comments Submitted	No taxis - was covered by other traveller

Signatures

I have access to the Treasury Board Travel Policy (internal policy for separate employers) and accept the terms and conditions of travel that are in accordance with current policy.

Traveller Name *JODY RT HON WILSONRAYBOULD* **Submit Date** *09/03/2016*

Signature

Submitted on behalf of the Traveller.

Delegate Name *Joelle Landry* **Submit Date** *09/03/2016*

Signature

Certified pursuant to section 34 of the Financial Administration Act.

Approver Name *J Wilson-Raybould* **Approval Date** ____________

Signature

Processor Name ____________ **Processed Date** ____________

Signature

Travel Expenses

Traveler's Name JWR
Trip Purpose Meeting with Stéphanie Vallée, Min. of Justice Province of Quebec
Destination Quebec City
Departure date Nov 30
Return date Nov 30

Departure time (from home/work) 8:00 am.
Are meals provided on flight/train Yes / (No) — circled

Multiple destination details —
Are meals provided on flight/train Yes / No

Arrival time (end of travel status) 6:00 pm
Are meals provided on flight/train Yes / (No) — circled

Allocation - Claimed Meals & Incidental

DATE	BREAKFAST	LUNCH	DINNER	INCIDENTALS
Nov. 30	—	✓	—	—

Additional comments

M3 au lieu M1.

PLEASE ATTACH RECEIPTS	Provided
Accommodation	
Taxies	
Other	

Completed by: [signature]
Date: March 3, 2016

s.18(a)

56415640

SALES PERSON : 3180 INVOICE NO : 69056 DATE : 27 NOV 15
CUSTOMER NBR : GOC1056 MXVPQP Page : 2 / 2

TO : BUSINESS: 284 WELLINGTON STREET
EAST MEMORIAL BUILDING
OTTAWA
ONTARIO
K1A 0H8

FOR : WILSONRAYBOULD/JODY RT HON REF :

AIR TICKET AC1612141900	WILSONRAYBOULD/JODY RT HON	565.97
ELECTKT	GST - standard	1.50
ELECTKT	HST - standard	69.68
ELECTKT	QST-standard	2.99
AIR TICKET XD7000000000	WILSONRAYBOULD/JODY RT HON	63.00
	GST - standard	8.19
	QST-exempt	
	TOTAL GOODS / SERVICES	628.97
	TOTAL HST - standard	69.68
	TOTAL	69.68
	TOTAL GST - standard	9.69
	TOTAL	9.69
	TOTAL QST-exempt	0.00
	TOTAL QST-standard	2.99
	TOTAL	2.99
	AMOUNT DUE	711.33
	[redacted]	-640.14
		-71.19
	TOTAL	0.00

56415640

SALES PERSON : 3180 INVOICE NO : 69056 DATE : 27 NOV 15
CUSTOMER NBR : GOC1056 MXVPQP Page : 1 / 2

TO : BUSINESS: 284 WELLINGTON STREET
EAST MEMORIAL BUILDING
OTTAWA
ONTARIO
K1A 0H8

FOR : WILSONRAYBOULD/JODY RT HON REF :

30 NOV 15 - MONDAY

AIR	AC AIR CANADA	FLT: 8746	V	
	LV YOW OTTAWA		0950A	EQP: DH1
	AR YQB QUEBEC		1057A	NON-STOP
	WILSONRAYBOULD/JODY RT HON	SEAT - 05D		
AIR	AC AIR CANADA	FLT: 8749	V	
	LV YQB QUEBEC		0420P	EQP: DH1
	AR YOW OTTAWA		0538P	NON-STOP
	WILSONRAYBOULD/JODY RT HON	SEAT - 10C		

22 OCT 16 - SATURDAY
TOUR

LV XXX
1NT

Travel Request

Travel Request Name: 8W6E4A4

Traveller Name:	*JODY RT HON WILSONRAYBOULD*	**Offline TAN:**	*ANB856766*
TIN:	*A414708*	**Fiscal Year:**	*2015-2016*
Prepared By:	*Jody Wilson Raybould*	**Travel Outside Default Division:**	*N*
Policy Module:	*M3D - Domestic - Overnight Stay*	**Blanket Travel Authority Applied:**	*No*
Trip Purpose:	*Core Mandate - Meetings*	**Vendor Code:**	*42152054*
Other Trip Purpose:		**N/A:**	
Alternative To Travel:	*Personal attendance required*	**N/A:**	
Travel Start Date:	*22/10/2016*	**N/A:**	
Travel End Date:	*22/10/2016*	**N/A:**	
Approval Status:	*Approved*	**N/A:**	
Primary Location:		**Event:**	
Secondary Location:			

Comments:

8W6E4A4

Travel Request Summary

Expense Summary

Total non-reimbursable expenses:	640.14
Total reimbursable expenses:	77.75
	717.89

Advance Summary

Travel advance:	0.00

Non-Reimbursable Expenses

Expense Type		**Amount**
Commercial Air (estimate direct from OBT) Air Canada	1524 - 11050 - 0130 - 4010 - 15 - - 3003 -	640.14
	Total non-reimbursable expenses	640.14

Reimbursable Expenses

Expense Type	**Amount**

Expense Type		Amount
2) Allowance: Meals, Incidentals & Private Accommodation	1524 - 11050 - 0130 - 4010 - 15 - - 3003 -	77.75

Total reimbursable expenses 77.75

Financial Coding Summary

Financial Coding	Total Excl. Tax	Total Incl. Tax
1524 - 11050 - 0130 - 4010 - 15 - - 3003 -	717.89	717.89

Approval History

Date And Time	Approver	Approval Status	Comment
02/03/2016 18:55:57	Offline Booking Process	Approved	

Itinerary Details

PNR:	*MXVPQP*	**Traveller Type:**	*Minister*
Trip Status:	*Booked*	**Primary Trip Purpose:**	*Core Mandate - Meetings*

Flight (CAD) **640.14**

AC Air Canada Ottawa Intl Arpt, Ottawa, Canada — Municip.. **Booking Ref: KRSGFI**

Flight	Departure	Arrival	Class
8746	Ottawa Intl Arpt, Ottawa, Canada 30/11/2015 09:50	Municipal / International, Quebec, Canada 30/11/2015 10:57	Economy

Mileage: 0 | **Total CO_2 Emissions:** 0

AC Air Canada Ottawa Intl Arpt, Ottawa, Canada — Municip.. **Booking Ref: KRSGFI**

History

Flight	Departure	Arrival	Class	Changed On
8746	Ottawa Intl Arpt, Ottawa, Canada 30/11/2015 09:50	Municipal / International, Quebec, Canada 30/11/2015 10:57	Economy	30/11/2015 01:18
8746	Ottawa Intl Arpt, Ottawa, Canada 30/11/2015 09:50	Municipal / International, Quebec, Canada 30/11/2015 10:57	Economy	27/11/2015 15:02
8746	Ottawa Intl Arpt, Ottawa, Canada 30/11/2015 09:50	Municipal / International, Quebec, Canada 30/11/2015 10:57	Economy	27/11/2015 14:56

Payment Method: DTEC Cost 640.14

AC Air Canada Municipal / International, Quebec, Canada ... **Booking Ref: KRSGFI**

Flight	Departure	Arrival	Class
8749	Municipal / International, Quebec, Canada 30/11/2015 16:20	Ottawa Intl Arpt, Ottawa, Canada 30/11/2015 17:38	Economy

Mileage: 0 | Total CO_2 Emissions: 0

History

Flight	Departure	Arrival	Class	Changed On
8749	Municipal / International, Quebec, Canada 30/11/2015 16:20	Ottawa Intl Arpt, Ottawa, Canada 30/11/2015 17:38	Economy	30/11/2015 01:18
8749	Municipal / International, Quebec, Canada 30/11/2015 16:20	Ottawa Intl Arpt, Ottawa, Canada 30/11/2015 17:38	Economy	27/11/2015 15:02
8749	Municipal / International, Quebec, Canada 30/11/2015 16:20	Ottawa Intl Arpt, Ottawa, Canada 30/11/2015 17:38	Economy	27/11/2015 14:56

Payment Method: DTEC Cost 0.00

Total Itinerary Cost (CAD) 640.14

Signatures

I have access to the Treasury Board Travel Policy (internal policy for separate employers) and accept the terms and conditions of travel that are in accordance with current policy.

Traveller Name *JODY RT HON WILSONRAYBOULD* **Submit Date** *02/03/2016*

Signature

Submitted on behalf of the Traveller.

Delegate Name *JOHANNE ROUSSEAU* **Submit Date** *02/03/2016*

Signature

Certified pursuant to section 32 of the Financial Administration Act.

Approver Name ______________________ **Approval Date** ______________________

Signature

4000 714 19

Processed in IFMS
Doc.# 1610013647
Date 7-12-15

Expense Report Statement

Expense Report Name: Quebec City Nov 30 2015-1

Traveller Name:	*WILLIAM PENTNEY*	**Online TAN:**	*ANB885088*
TIN:	*W447676*	**Fiscal Year:**	*2015-2016*
Prepared By:	*WILLIAM PENTNEY*	**Travel Outside Default Division:**	*N*
Policy Module:	*M2 - Outside Headquarters - No Overnight*	**Vendor Code:**	*27327957*
Trip Purpose:	*Core Mandate - Meetings*	**Event:**	
Other Trip Purpose:			
Travel Request Name:	*Quebec City Nov 30 2015*		
Travel Start Date:	*30/11/2015*		
Travel End Date:	*30/11/2015*		
ER Approval Status:	*Approval Required*		
Primary Location:			
Secondary Location:			
Comments:			

Expense Report Summary

Expense Summary

Total allocated expenses :	**750.85**
(Minus) Total non-reimbursable expenses :	686.78
Total reimbursable expenses :	**64.07**
Total due traveller :	**64.07**

Non-Reimbursable Expenses

Expense Type	Date		Foreign Amount	Tax Amount	Amount
5) Commercial Air	27/11/2015	1505 - 12000 - 0130 - 4010 - 15 - - 3003 -			686.78
Air Can 0142155838703					686.78
Air Canada					

Total non-reimbursable expenses (CAD) 686.78

Reimbursable Expenses

Expense Type	Date	Foreign Amount	Tax Amount	Amount

Expense Type	Date		Foreign Amount	Tax Amount		Amount
11) Taxi	30/11/2015	1505 - 12000 - 0130 - 4010 - 15 - - 3003 - 8500 - 0130 - 0000 - 10006 - 82 - - -		QC*G ...	5.72	41.55
						47.27

To travel to and from airport to meeting location.

Expense Type	Date		Foreign Amount	Tax Amount		Amount
2) Allowance: Meals, Incidentals & Private Accommodation	30/11/2015	1505 - 12000 - 0130 - 4010 - 15 - - 3003 - 8500 - 0130 - 0000 - 10006 - 82 - - -		QC#G ...	2.32	14.48
						16.80

Total reimbursable expenses (CAD) 64.07

Tax Coding Summary

GST	Total Amount
8500 - 0130 - 0000 - 10006 - 82 - - -	8.04

Financial Coding Summary

Financial Coding	Total Excl. Tax	Total Incl. Tax
1505 - 12000 - 0130 - 4010 - 15 - - 3003 -	742.81	750.85

Approval History

Date And Time	Approver	Approval Status	Comment

Signatures

I have access to the Treasury Board Travel Policy (internal policy for separate employers) and accept the terms and conditions of travel that are in accordance with current policy.

Traveller Name *WILLIAM PENTNEY* **Submit Date** *10/12/2015*

Signature

Recommender Name *Mélissa Glazer* **Recommended Date** ____________________

Signature

Certified pursuant to section 34 of the Financial Administration Act.

Approver Name *MARIE JOSEE THIVIERGE* **Approval Date** ____________________

Signature

Processor Name ____________________ **Processed Date** ____________________

Signature

Public Works and Government Services Canada / Travaux publics et Services gouvernementaux Canada

RP-1 Contract - Work Authorization - Project Delivery Services - Category VI Tenant Direct
Version - 2015.2

Contract Number
RP1 National Capital Region Contract EP008-112560/003/GC

Contractor's Name and Address
Brookfield Global Integrated Solutions, PO Box 4800, 7400 Birchmount Road, Markham, ON L3R 4E6 CA

Portfolio
42 - NCA-1-Crown Owned PWGSC Assets

Custodian
PWGSC

Fiscal Year
2016

Work Authorization (WA) No.
10879648

Contractor Reference No

Title of Work Authorization
Relocate electrical power from wall to new jiffy poles 4th floor

Asset Name
EAST MEMORIAL

Asset Number
40000313

Date
1-Dec-2015

Funding Source
2 - Baseline

Asset Address
284 WELLINGTON ST, OTTAWA, ONTARIO

Tenant Name
Department of Justice

Tenant Code
60002573

Client Reference Number for Invoice

Contractor's Project Number
GOC402283

Service (check
- [x] Original
- [ ] Revised / Amendment
- [ ] Final / Work Completed

Billing Attention

IS/IT Reference Number
300245884

Billing Address
284 Wellington Ottawa Ontario

Amendment # 0 **Amendment Date:**

Work Authorization total Estimate

Total Estimated Allowable Costs	Total Estimated DLOF (GFA & non-GFA)	Total Estimated PDS Fee	Subtotal Excluding Taxes	Taxes	Total Estimated Costs
$3,083.15	$22.26	$154.16	$3,259.57	$423.74	$3,683.31

Start of the Work for a WA : Work cannot commence until a WA has been authorized in accordance with the conditions of the RP-1 Contract.

1. Required Work: (Work proposed to be completed under this specific Work Authorization)

A. Description of the Work Required

Relocate power from wall to new jiffy poles 4th floor ministers locked office

B. Date of Work (Fiscal Year)

Planned Start Date: 1-Dec-2015 Planned Completion Date: 15-Jan-2015

Actual Completion Date: ________

Note: Actual Completion Date is only completed for the Final Estimate Work Authorization. Otherwise leave it blank

C. Terms of Payment (TP)

As per the Basis of Payment -TP1, Costs - TP2 and Fees - TP3 of the RP-1 Contract
Please reference and/or provide as an attachment the milestone billing schedule to be utilized for invoicing and payment

2. Allowable Costs and Fees Estimate

Provide the estimated costs by Allowable Cost categories. Add additional rows as needed. A separate document can be attached to the Work Authorization to provide the requested information.
The "Original Estimated/Previous Estimated" is reserved for the original Work Authorization estimate, this being referred to as the Original Estimated, or the Revised Estimate amount as taken from the prior Work Authorization amendment, this being referred to as the Previous Estimate.
The "Revised Estimate" is reserved for the revised estimate being submitted for approval under the current Work Authorization amendment.
The Final Estimate is to be filled-in only when the RP-1Contractor provides a final estimate of the work completed and supporting information. Any amended costs should be shown under "Revised Estimated".

Direct Labour Costs

Position Title	Individual's Name	Estimated Hours	Rate	$ Original /previous estimate	$ Revised Estimate	$ Final Estimate
Tenant Services Coordinator (TSC)						
Tenant Services Coordinator (TSC)						

Direct Subcontracts Costs

Description	Subcontractor's Name	$ Original /previous estimate	$ Revised Estimate	$ Final Estimate
Relocate power from wall to new jiffy poles				
Escort				

Direct Material Costs

Description	Subcontractor's Name	$ Original /previous estimate	$ Revised Estimate	$ Final Estimate
		$0.00	$0.00	$0.00
		$0.00	$0.00	$0.00
		$0.00	$0.00	$0.00
		$0.00	$0.00	$0.00
		$0.00	$0.00	$0.00
	Total	$0.00	$0.00	$0.00

Equipment Costs

Description	Subcontractor's Name	$ Original /previous estimate	$ Revised Estimate	$ Final Estimate
		$0.00	$0.00	$0.00
		$0.00	$0.00	$0.00
		$0.00	$0.00	$0.00
		$0.00	$0.00	$0.00
		$0.00	$0.00	$0.00
	Total	$0.00	$0.00	$0.00

Travel and living Costs

Position Title	Individual's Name	Rate	$ Original /previous estimate	$ Revised Estimate	$ Final Estimate
Tenant Services Coordinator (TSC)					
Tenant Services Coordinator (TSC)					

Building License, Certificate, Permit and Software License Costs

Description	Subcontractor's Name	$ Original /previous estimate	$ Revised Estimate	$ Final Estimate
		$0.00	$0.00	$0.00
		$0.00	$0.00	$0.00
		$0.00	$0.00	$0.00
		$0.00	$0.00	$0.00
		$0.00	$0.00	$0.00
	Total	$0.00	$0.00	$0.00

s.19(1)

s.20(1)(c)

4: Fees

Direct Labour Overhead Fee - GFA

Individual's Name	Rate	$ Original /previous estimate	$ Revised Estimate	$ Final Estimate

Direct Labour Overhead Fee - non-GFA

Individual's Name	Rate	$ Original /previous estimate	$ Revised Estimate	$ Final Estimate

Project Delivery Service Fee

PDS Fee	$ Original /previous estimate	$ Revised Estimate	$ Final Estimate
Total	$184.16	$0.00	$0.00

5: Estimate Summary

	$ Original /previous estimate	$ Revised Estimate	$ Final Estimate
Total allowable costs	$3,083.15	$0.00	$0.00
Total Direct Labour Overhead Fee GFA	$14.01	$0.00	$0.00
Total Direct Labour Overhead Fee non-GFA	$8.25	$0.00	$0.00
Total DLO Fees	$22.26	$0.00	$0.00
Total Project Delivery Services Fees	$184.16	$0.00	$0.00
Subtotal excluding taxes	$3,259.57	$0.00	$0.00
Total estimated taxes	$423.74	$0.00	$0.00
Total for Work Authorization	$3,683.31	$0.00	$0.00

s.19(1)

6. Amendments

Instructions

(1) The amendment must be for allowable costs only. Do not seek approval of a new amendment until the previous amendment has been authorized. Enter a sequential Amendment No. on page 1.
(2) Enter the original tracking number with a suffix amendment number on page 1.
(3) In this section, for each previous Amendment, state the Amendment Number, give a brief description and the pre-authorized estimated cost authorized.
(4) Revise the summary information (page 1), Section 1 and Section 2 as required. Changes made to the original WA (if this is the first amendment) or the previous amendment must be clearly identified (e.g. show changes in a different color).
(5) In this section provide an itemized list of changes. Provide a description of each change, and the reason for the change. Costs changes should be described by individual allowable costs categories but may be summarized under one change item provided they all result from the same change reason.

Summary of previous amendments

Original and Previous amendment number	Brief Description	Authorized estimated costs
0	Original WA	$3,259.57

Proposed Amendment

7. Contractor's Signature

Digitally signed by
DN: dc=com, dc=bljc, ou=BLJC, ou=Sites, ou=PWGSC-GFA, ou=Users, cn=
Date: 2015.12.01 11:08:05 -05'00'

Signature Date

8. Authorization

By signing this Work Authorization, the authorized Technical Authority (or the Designated Tenant Authority) certifies that the content of this Work Authorization is in accordance with the conditions of the Contract.

The cumulative total of all Work Authorizations (WAs), inclusive of any revisions, must not exceed the amount as identified in the RP-1 Contract under Limitation of Expenditure. Any increase must be pre-approved, in writing, by the Contracting Authority.

The Designated Tenant Authorities and the limits of their authorities as identified by the Technical Authority must be respected.

E. MARCANTONIO

Name of Technical Authority or designated Technical Authority

Signature Date Dec. 1/15

22

50/50

s.19(1)

Government of Canada / Gouvernement du Canada

Travel Expense Report / Note de Frais de Voyages

Type 2

Field	Value
Travel No. - N° du voyage	HoC
Name of Claimant - Nom du demandeur	Hon. Jody Wilson-Raybould
Department - Ministère	Justice Canada
Branch - Direction	Minister's Office
Send Cheque to - Envoyer le chèque à l'adresse suivante	EMB 4th Floor
Address - Adresse	EMB 4th Floor
Telephone - Téléphone	992-4621
Purpose of Travel - But du voyage	Regular Business - Ottawa Dec. 6-11 2015

EXPENSES PREPAID BY DEPARTMENT - DÉPENSES PAYÉES À L'AVANCE PAR LE MINISTÈRE

1	TRANSPORTATION / TRANSPORT	Date / Time of Departure - Heure du départ: 2015-12-06; Arrival - Arrivé: 2015-12-11	$ 0.00
2	OTHER EXPENSES / AUTRES DÉPENSES		

AUTHORIZED ALLOWANCES - INDEMNITÉS AUTORISÉES

PRIVATE VEHICLE ALLOWANCE / INDEMNITÉ-VÉHICULE PARTICULIER				
PREVIOUSLY CLAIMED THIS FISCAL YEAR / DÉJÀ RÉCLAMÉ PRÉSENT EXERCICE				
THIS CLAIM / INDEMNITÉ DEMANDÉE				

OR-OU

	COMPREHENSIVE ALLOWANCE (Accommodation, meals and incidental expenses) / INDEMNITÉ GLOBALE (Logement, Repas et frais divers)	COMPOSITE ALLOWANCE (Meals and incidental expenses for full calendar days only)	INDEMNITÉ DÉTAILLÉE (Repas et frais divers pour les jours de calendrier complets seulement)	
RATE / TAUX	days @ jours	days @ jours	days @ jours	$ 0.00
PARTIAL COMPOSITE ALLOWANCES / INDEMNITÉ DÉTAILLÉE PARTIELLE — MEALS / REPAS	0 Breakfasts / Petits déjeuners @ $ 16.55	0 Lunches / Déjeuners @ $ 16.80	0 Dinners / Dîners @ $ 44.40	$ 0.00
INCIDENTAL EXPENSES / FRAIS DIVERS	0 days @ jours $ 17.30	days @ jours	days @ jours	$ 0.00
OTHER ALLOWANCES (Specify) / AUTRES INDEMNITES (Précisez lesquelles)				

EXPENSES NOT INCLUDED ABOVE - DÉPENSES AUTRES QUE CI-DESSUS

		Vr. No. - P. N°	
3	Vehicle Rental / Location de véhicule	Taxis	$ 57.00
4	Public Transportation / Transport en commun		
5	Accommodation / Logement	Sheraton	$ 913.65
6	Meals / Repas		
7	All Other Expenses (Specify) / Autres (précisez)		

I certify that the amounts included in this claim were incurred on authorized government business travel. / Je certifie que les montants faisant l'objet de la présente réclamation constituent des dépenses entraînées par des voyages pour affaires officielles.

Signature (Claimant - Demandeur) — Date Y-A M D-J

Certified pursuant to section 34 of the Financial Administration Act / Certifié en vertu de l'article 34 de la Loi sur la gestion des finances publiques

Signature [signed] — Date 16/02/23

Approved by - Approuvé par — Signature — Date Y-A M D-J

Total Expenses / Total des dépenses	970.65
Less Total 1 and 2 Above / Moins le total des paragraphes 1 et 2	
Total Claimed / Total Demandé	$ 970.65
Less Advance / Moins L'avance	
Amount due Receiver General of Canada / Total dû au Receveur général du Canada	
AMOUNT DUE CLAIMANT / TOTAL DÛ AU REQUÉRANT	$ 970.65

Type Particulars - Details

3

Only accommodation and taxis expenses
All other expenses were covered by HoC - 50JUS/50HoC

PAYMENT RECORD - ENREGISTREMENT DU PAIEMENT

Type	2 Sub Type	5 P.R.I. CIDP	8 Amount - Montant	14 Requisition No. / N° de la demande	15 Supplier Indicator / Indicateur du fournisseur	17 Due Date / Date d'échéance Y-A M D-J
7	80	[redacted]	970.65		0	

Type 4 — ACCOUNTING INFORMATION - RENSEIGNEMENTS DE LA COMPTABILITÉ

2 Sub Type	3 Dept. Ref. No. / N° de réf. min.	5 Coding - Codage	6 Amount - Montant	CR-CT
		300257703 11050-4010-1524		
	7 Description		8 Fin. Encumbrance No. / N° de la charge financière	
2	3	5	6	
	7		8	
2	3	5	6	
	7		8	

Dept. Pre-Audit and Account Verification. / Vérification de la comptabilité au niveau du ministère — Signature

Verified correct - Vérifié conforme — Signature

TOTAL ►

Requisitioned for payment pursuant to section 33 of the Financial Administration Act and Certified in accordance with section 7 of the Payment Requisitioning Regulations / Demandé pour paiement conformément à l'article 33 de la Loi sur la gestion des finances publiques, et certifié aux termes de l'article 7 du Règlement sur les réquisitions de paiements. — Signature

Services Officer - Agent des services — Signature

20 Cheque No. - N° de chèque — 21 Date Y-A M D-J

GC 73 (2014/03) 7540-21-910-7366

Travel Expenses

Traveler's Name: JWR
Trip Purpose: Regular Business.
Destination: Ottawa
Departure date: Dec. 6
Return date: Dec. 11

Departure time (from home/work): 2:00 pm
Are meals provided on flight/train: (Yes) / No

Multiple destination details: —
Are meals provided on flight/train: Yes / No

Arrival time (end of travel status): 4:00 pm
Are meals provided on flight/train: (Yes) / No

Do Not See Travel Request.
Missing Flight Invoice Covered By HoC.

Allocation - Claimed Meals & Incidental

DATE	BREAKFAST	LUNCH	DINNER	INCIDENTALS
Dec. 6	—	—	—	✓
7	✗	✓	✓	✓
8	✗	✓	✓	✓
9	✗	✓	✓	✓
10	✗	—	✓	✓
11	✗	—	—	✗

Hotel (breakfast); covered by HoC.

Additional comments

Dec. 6 - Time of flights
Dec. 10 - Lunch hosted by USA Ambassador
Dec. 11 - Lunch - see hospitality claim filled separately.

PLEASE ATTACH RECEIPTS	Provided
Accommodation	✓
Taxies	✓
Other	

Completed by: [signature]
Date: March. 3, 2016

s.19(1)

Sheraton Ottawa Hotel
150 Albert Street
Ottawa, ON K1P 5G2
Canada
Tel: 613-238-1500 Fax: 613-235 2723

Sheraton
HOTELS & RESORTS

Jody Wilson

Page Number	:	1	
Guest Number	:	792672	
Folio ID	:	A	
No. Of Guest	:	2	
Room Number	:	1608	
Club Account	:		
Arrive Date	:	06-DEC-15	00:30
Depart Date	:	11-DEC-15	14:00

Tax ID : 122417470
Sheraton Ottawa 11-DEC-15 14:00

Date	Reference	Description	Charges (CAD)	Credits (CAD)
06-DEC-15	RT1608	Room	157.00	
06-DEC-15	RT1608	Room HST 13%	20.41	
06-DEC-15	RT1608	DMF 3%	4.71	
06-DEC-15	RT1608	DMF HST 13%	0.61	
07-DEC-15	RT1608	Room	157.00	
07-DEC-15	RT1608	Room HST 13%	20.41	
07-DEC-15	RT1608	DMF 3%	4.71	
07-DEC-15	RT1608	DMF HST 13%	0.61	
08-DEC-15	RT1608	Room	157.00	
08-DEC-15	RT1608	Room HST 13%	20.41	
08-DEC-15	RT1608	DMF 3%	4.71	
08-DEC-15	RT1608	DMF HST 13%	0.61	
09-DEC-15	RT1608	Room	157.00	
09-DEC-15	RT1608	Room HST 13%	20.41	
09-DEC-15	RT1608	DMF 3%	4.71	
09-DEC-15	RT1608	DMF HST 13%	0.61	
10-DEC-15	RT1608	Room	157.00	
10-DEC-15	RT1608	Room HST 13%	20.41	
10-DEC-15	RT1608	DMF 3%	4.71	
10-DEC-15	RT1608	DMF HST 13%	0.61	
11-DEC-15	AX	American Express		-913.65
		** Total	913.65	-913.65
		*** Balance	0.00	

Continued on the next page

s.19(1)

Sheraton Ottawa Hotel
150 Albert Street
Ottawa, ON K1P 5G2
Canada
Tel: 613-238-1500 Fax: 613-235 2723

Sheraton
HOTELS & RESORTS

Jody Wilson

Page Number	:	2	
Guest Number	:	792672	
Folio ID	:	A	
No. Of Guest	:	2	
Room Number	:	1608	
Club Account	:		
Arrive Date	:	06-DEC-15	00:30
Depart Date	:	11-DEC-15	14:00

Summary of HST for your stay:	Amount (CAD)
HST for Room Revenue:	102.05
HST for Food and Beverage:	0.00
HST for Telephone:	0.00
HST for Other:	3.05
HST for entire stay:	105.10

Tell us about your stay. www.sheraton.com/reviews

s.19(1)

YELLOW CAB
VANCOUVER, B.C., CANADA

604 681-1111
604 876-5555

RECEIVED FROM ______________ DATE Dec 6

______________ $35.00

FROM ______________ TO A/P

CAB NO. ______________ DRIVER ______________

AIRPORT SERVICE • 24 Hour Courier • Serving you since 1921

AT A PAYPHONE? CALL: 1-800-898-TAXI(8294) NO COINS NEEDED

TTY LINE (hearing impaired) 604 258-4747

GST INCLUDED
GST # R105762496

From home to
airport

s.19(1)

TAXI ☐ REGAL 819 777-5231
~~☐ CROWN 819 777-1645~~

TEMPS
TIME ______ AM PM ______ DATE Dec 7.15

NOM
NAME ______

ADRESSE
ADDRESS ______

CHARGÉ À
CHARGE TO ______

VOYAGE DE
TRIP FROM ______

À
TO ______

À
TO ______

$ 22.8 ______ CHARGE

NOTRE NO
OUR NO [redacted] PAR [redacted]

From INAC's office to Parliament building.

Waiting for Jean to fix Blanket for Out of Ptc

Travel Request

Travel Request Name: Ottawa Dec 6-11 2015

Traveller Name:	*Jody Wilson-Raybould*	**TAN:**	
TIN:	*A414708*	**Fiscal Year:**	*2015-2016*
Prepared By:	*JOHANNE ROUSSEAU*	**Travel Outside Default Division:**	*N*
Policy Module:	*M3D - Domestic - Overnight Stay*	**Blanket Travel Authority Applied:**	*No* ?
Trip Purpose:	*Core Mandate - Meetings*	**Vendor Code:**	*42152054*
Other Trip Purpose:		**N/A:**	
Alternative To Travel:	*Personal attendance required*	**N/A:**	
Travel Start Date:	*06/12/2015*	**N/A:**	
Travel End Date:	*11/12/2015*	**N/A:**	
Approval Status:	*Approval Required*	**N/A:**	
Primary Location:	*Ottawa*	**Event:**	
Secondary Location:			

Can not approve travel Request in Minister's Box

Comments:

Ottawa Dec 6-11 2015

Travel Request Summary

Expense Summary		**Advance Summary**	
Total non-reimbursable expenses:	0.00	**Travel advance:**	0.00
Total reimbursable expenses:	1,770.30		
	1,770.30		

Reimbursable Expenses

Expense Type		Amount
11) Taxi	1524 - 11050 - 0130 - 4010 - 15 - - 3003 -	200.00
16) Commercial Accommodation Sheraton Hotels Corporation	1524 - 11050 - 0130 - 4010 - 15 - - 3003 -	1,000.00
2) Allowance: Meals, Incidentals & Private Accommodation	1524 - 11050 - 0130 - 4010 - 15 - - 3003 -	570.30
	Total reimbursable expenses	1,770.30

Financial Coding Summary

Financial Coding	Total Excl. Tax	Total Incl. Tax
1524 - 11050 - 0130 - 4010 - 15 - - 3003 -	1,770.30	1,770.30

Approval History

Date And Time	Approver	Approval Status	Comment
05/03/2016 10:49:18	JOHANNE ROUSSEAU	Comments Submitted	Flights covered by House of Commons

Itinerary Details

PNR:

Traveller Type: *Minister*

Trip Status: *Quoted*

Primary Trip Purpose: *Core Mandate - Meetings*

Total Itinerary Cost (CAD) 0.00

Signatures

I have access to the Treasury Board Travel Policy (internal policy for separate employers) and accept the terms and conditions of travel that are in accordance with current policy.

Traveller Name *Jody Wilson-Raybould* **Submit Date** *05/03/2016*

Signature

Certified pursuant to section 32 of the Financial Administration Act.

Approver Name *Jody Wilson-Raybould* **Approval Date** ____________________

Signature

s.19(1)

11

Government of Canada / Gouvernement du Canada

Travel Expense Report / Note de Frais de Voyages

Field	Value
Travel No. - N° du voyage	HoC-2
Type	2
Name of Claimant - Nom du demandeur	Hon. Jody Wilson-Raybould
Department - Ministère	Justice Canada
Branch - Direction	Minister's Office
Send Cheque to - Envoyer le chèque à l'adresse suivante	EMB 4th Floor
Address - Adresse	EMB 4th Floor
Telephone - Téléphone	992-4621
Purpose of Travel - But du voyage	Regular Business - Dec. 06-11 2015

EXPENSES PREPAID BY DEPARTMENT - DÉPENSES PAYÉES À L'AVANCE PAR LE MINISTÈRE

1. TRANSPORTATION / TRANSPORT ▶ Date / Time of Departure / Heure du départ ▶ 2015-12-06 — Arrival / Arrivé ▶ 2015-12-11
2. OTHER EXPENSES / AUTRES DÉPENSES ▶

AUTHORIZED ALLOWANCES - INDEMNITÉS AUTORISÉES

PRIVATE VEHICLE ALLOWANCE / INDEMNITÉ-VÉHICULE PARTICULIER ▶				
PREVIOUSLY CLAIMED THIS FISCAL YEAR / DÉJÀ RÉCLAMÉ PRÉSENT EXERCICE ▶				
THIS CLAIM / INDEMNITÉ DEMANDÉE ▶				

OR-OU — COMPREHENSIVE ALLOWANCE (Accommodation, meals and incidential expenses) / INDEMNITÉ GLOBALE (Logement, Repas et frais divers); COMPOSITE ALLOWANCE (Meals and incidental expenses for full calendar days only) / INDEMNITÉ DÉTAILLÉE (Repas et frais divers pour les jours de calendrier complets seulement)

RATE / TAUX ▶	days @ / jours	days @ / jours	days @ / jours	$ 0.00
PARTIAL COMPOSITE ALLOWANCES / INDEMNITÉ DÉTAILLÉE PARTIELLE — MEALS / REPAS ▶	0 Breakfasts / Petits déjeuners @ $ 16.55	3 Lunches / Déjeuners @ $ 16.80	4 Dinners / Diners @ $ 44.40	$ 228.00
INCIDENTAL EXPENSES / FRAIS DIVERS ▶	6 days @ / jours $ 17.30	days @ / jours	days @ / jours	$ 103.80
OTHER ALLOWANCES (Specify) / AUTRES INDEMNITES (Précisez lesquelles)				

EXPENSES NOT INCLUDED ABOVE - DÉPENSES AUTRES QUE CI-DESSUS

		Vr. No. - P. N°	
3	Vehicle Rental / Location de véhicule ▶		
4	Public Transportation / Transport en commun ▶		
5	Accommodation / Logement ▶		
6	Meals / Repas ▶		
7	All Other Expenses (Specify) / Autres (précisez) ▶		

I certify that the amounts included in this claim were incurred on authorized government business travel. / Je certifie que les montants faisant l'objet de la présente réclamation constituent des dépenses entraînées par des voyages pour affaires officielles.

Signature (Claimant - Demandeur) — Date Y-A M D-J

Certified pursuant to section 34 / Certifié en vertu de l'article 34 sur la gestion des finances publiques — Signature — Date Y-A M D-J

Total Expenses	Total des dépenses	$ 331.80
Less Total 1 and 2 Above	Moins le total des paragraphes 1 et 2	$ 0.00
Total Claimed	Total Demandé	$ 331.80
Less Advance	Moins L'avance	
Amount due Reciever General of Canada	Total dû au Receveur général du Canada	
AMOUNT DUE CLAIMANT	TOTAL DÛ AU REQUÉRANT	$ 331.80

Type Particulars - Détails
3
Unclaimed meals

PAYMENT RECORD - ENREGISTREMENT DU PAIEMENT

Type 7	2 Sub Type	5 P.R.I. CIDP	8 Amount - Montant	14 Requisition No. / N° de la demande	15 Supplier Indicator / Indicateur du fournisseur	17 Due Date / Date d'échéance Y-A M D-J
	80		331.80		0	

Type 4 — ACCOUNTING INFORMATION - RENSEIGNEMENTS DE LA COMPTABILITÉ

2 Sub Type	3 Dept. Ref. No. / N° de réf. min.	5 Coding - Codage	6 Amount - Montant	CR-CT
	300257703	11050-4010-1524		
	7 Description		8 Fin. Encumbrance No. / N° de la charge financière	
2	3	5	6	
	7		8	
2	3	5	6	
	7		8	

Dept. Pre-Audit and Account Verification. / Vérification de la comptabilité au niveau du ministère — Signature

Verified correct - Vérifié conforme — Signature

TOTAL ▶

Requisitioned for payment pursuant to section 33 of the Financial Administration Act and Certified in accordance with section 7 of the Payment Requisitioning Regulations / Demandé pour paiement conformément à l'article 33 de la Loi sur la gestion des finances publiques, et certifié aux termes de l'article 7 du Règlement sur les réquisitions de paiements. — Signature

Services Officer - Agent des services — Signature

20 Cheque No. - N° de chèque — 21 Date Y-A M D-J

GC 73 (2014/03) 7540-21-910-7366

s.19(1)

Department of Justice Canada | Ministère de la Justice Canada

REF #:
Date:
Doc #:

Annex 9B – Commitment – Travel Regular (300)

TAXES EXCLUDED

Commitments – Travel HRG | **PAYE 2015-2016**

Engagements – Voyage HRG | **CAFE 2015-2016**

Name of Payee / Nom du Bénéficiaire	Commitment / Engagement	Line No. / Ligne	CODING / CODAGE					Total Amount / Montant Total	TAN / NAV	Air Fare / Coût du billet d'avion
			GL Account / Compte GL	Cost Center / Centre de coût	Fund / Fonds	Funct. Area / Dom. fonctionnel	Order No. / Numéro de projet			
Hon. Jody Wilson-Raybould	300257703	01	1524	11050	15	4010		**331.80**	**N/A (HoC-2)**	

Certified pursuant to section 34 of the Financial Administration Act
Certifié en vertu de l'article 34 de la Loi sur la gestion des finances publiques

Date 13 AVR. 2016 Name

Joelle Landry
Administrator/administrateur

941.6042
Admin : Telephone No/Numéro de téléphone

Travel Expenses

Traveler's Name: JWR
Trip Purpose: Regular Business
Destination: Ottawa
Departure date: Dec. 6
Return date: Dec. 11

Departure time (from home/work): 2:00 pm
Are meals provided on flight/train: (Yes) / No

Multiple destination details: —
Are meals provided on flight/train: Yes / No

Arrival time (end of travel status): 4:00 pm
Are meals provided on flight/train: (Yes) / No

Do Not See Travel Request.

Missing Flight Invoice Covered By HoC.

Allocation - Claimed Meals & Incidental

Hotel

DATE	BREAKFAST	LUNCH	DINNER	INCIDENTALS
Dec. 6	—	—	—	✓
7	✗	✓	✓	✓
8	✗	✓	✓	✓
9	✗	✓	✓	✓
10	✗	—	✓	✓
11	✗	—	—	✓

Additional comments

Dec. 6 - Time of flights
Dec. 10 - Lunch hosted by USA Ambassador
Dec. 11 - Lunch - see hospitality claim filled separately

PLEASE ATTACH RECEIPTS	Provided
Accommodation	✓
Taxies	✓
Other	

Completed by: [signature]
Date: March. 3, 2016

Revised Claim

FINANCIAL MANAGEMENT OPERATIONS
131 Queen Street, Room 09-35
Ottawa, Ontario K1A 0A6
Tel.: 613-996-3071
Fax: 613-995-3072

Claim ID : T0095667
Claim Type : Within Canada (Points)
Claim Status : Processed
Created By : Wilson-Raybould, Jody
Member Name : Wilson-Raybould, Jody
Payable To : Wilson-Raybould, Jody
Remittance address :

All amounts shown are in Canadian Funds.

Claim Information

Summary of Trips						
	Authorized Traveller	Purpose of trip	Departure Date	Departure	Destination	Point
Trip 1	Wilson-Raybould, Jody	To travel to/from constituency and Ottawa	2015/12/11	Ottawa	Vancouver	0.50

Breakdown

Claim Breakdown	Submitted Amount	Reimbursed Amount
Transportation	$0.00	$0.00
Accommodation	$0.00	$0.00
Per-diem	$0.00	$0.00
Claim Total	**$0.00**	**$0.00**

Budget							
	MOB	TSEA	H100	Other	RPH*	Taxes	Submitted Amount
Member	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
Designated Traveller	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
Dependants	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
Employees	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
Total	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**

Points			
	Regular	Special	USA
Member	0.50	0.00	0.00
Designated Traveller	0.00	0.00	0.00
Dependants	0.00	0.00	0.00
Employees	0.00	0.00	0.00
Total Points	**0.50**	**0.00**	**0.00**

**RPH - Resources Provided by the House and all amounts shown are in Canadian dollars.*

Claim Details

Transportation

Traveller 1 (Wilson-Raybould, Jody)								
Trip	Location	Expense type	Ticket Number	Budget	Prepaid Amount	Submitted Amount	Adjustment Code	Reimbursed Amount
Trip 1	Ottawa (YOW)	Members` Travel ServicesTicket	2155463536	RPH*	$1,273.00	$0.00		$0.00
				Total	**$1,273.00**	**$0.00**		**$0.00**

Receipt's Reminder

FINANCIAL MANAGEMENT OPERATIONS
131 Queen Street, Room 09-35
Ottawa, Ontario K1A 0A6
Tel.: 613-996-3071
Fax: 613-995-3072

Claim ID : T0095667
Claim Type : Within Canada (Points)
Claim Status : Draft
Created By : Wilson-Raybould, Jody
Member Name : Wilson-Raybould, Jody
Payable To : Wilson-Raybould, Jody
Remittance address :

All amounts shown are in Canadian Funds.

Claim Information

Summary of Trips						
	Authorized Traveller	Purpose of trip	Departure Date	Departure	Destination	Point
Trip 1	Wilson-Raybould, Jody	To attend an event as a guest speaker	2015/12/11	Ottawa	Toronto	0.50
Trip 2	Wilson-Raybould, Jody	To attend an event as a guest speaker	2015/12/14	Toronto	Ottawa	0.50

Breakdown

Claim Breakdown	Submitted Amount	Reimbursed Amount
Transportation	$0.00	
Accommodation	$0.00	
Per-diem	$346.85	
Claim Total	**$346.85**	

Budget							
	MOB	TSEA	H100	Other	RPH*	Taxes	Submitted Amount
Member	$0.00	$309.69	$0.00	$0.00	$0.00	$37.16	$346.85
Designated Traveller	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
Dependants	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
Employees	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
Total	**$0.00**	**$309.69**	**$0.00**	**$0.00**	**$0.00**	**$37.16**	**$346.85**

Points			
	Regular	Special	USA
Member	0.00	1.00	0.00
Designated Traveller	0.00	0.00	0.00
Dependants	0.00	0.00	0.00
Employees	0.00	0.00	0.00
Total Points	**0.00**	**1.00**	**0.00**

**RPH - Resources Provided by the House and all amounts shown are in Canadian dollars.*

Claim Details

Transportation

The Law Society of Upper Canada
Osgoode Hall
130 Queen St W
Toronto, ON M5H 2N6

RECEIVED DEC 15 2015

s.19(1)

LET RIGHT PREVAIL

The Law Society of Upper Canada | Barreau du Haut-Canada

ANNUAL FEE – Invoice

William Pentney
Department of Justice
284 Wellington St
Ottawa ON K1A 0H8

		Lawyer Number	Status
		Invoice Date	December 08, 2015
2016 L1 Annual Fee	$1,866.00 ✓	Due Date - Current Year Fees	January 01, 2016
HST/GST (R121712863)	$242.58 ✓	Invoice Number	25660TAF16
Total Invoice Amount Due	$2,108.58 *	Payment Deadline	March 01, 2016

Your payment must be received by the Law Society on or before the Payment Deadline or the late payment fee will be added to the amount owing.

Annual fee amounts owing after March 01, 2016 will be subject to a $100 late payment fee.

To pay by credit card click on the **Pay Now** button in your Portal account to make payment through the Law Society secure website.

IMPORTANT
Section 46 of the *Law Society Act* and the By-Laws made pursuant to the *Law Society Act* provide that your licence may be suspended by summary order for failure to pay an annual fee within 60 days after the day on which payment is due.

-------------------- **If paying by cheque or money order please detach and return bottom portion with payment** --------------------

Make cheque or money order payable to:
The Law Society of Upper Canada

Remit payment to:

THE LAW SOCIETY OF UPPER CANADA
PO BOX 57299 STN A
TORONTO ON M5W 5M5

Lawyer Number	
Invoice Number	25660TAF16
Invoice Amount	$2,108.58
AR Company Code	GF
Total Account Balance	$2,108.58
Payment Enclosed	

for office use only

Department of Justice Canada | Ministère de la Justice Canada

HOSPITALITY CLAIM
DEMANDE DE REMBOURSEMENT DE DÉPENSES D'ACCUEIL

Function - L'évènement	Date of Function - Date de l'évènement (Y-A M D-J)	Place(s) of Function - Lieu(x) de l'évènement
GCWCC Campaign Cabinet Lunch Thankyou Luncheon	2015 12 10	Constitution Square Ottawa On

Date	Type	Participants: Gov't of Canada / Gouv. du Canada	Participants: Others / Autres	Actual Cost - Coût réel: Total Attendees / Total des prticipants	Actual Cost - Coût réel: Per Capita Cost / Coût individuel	A Total Cost / Coût total
2015/12/10	Lunch	19	15	34	$29.33	$997.00
				Totals / Totaux	$29.33	$997.00

Date	Type (Other than food & beverage) / Type (Autres que nourriture et boissons)	Number of Items / Nombre d'articles	Cost per Item / Coût par article	B Total Cost / Coût total	A+B Total Hospitality Cost / Coût total de l'accueil
					$997.00

Remarks - Remarques

No Agenda

Payee Name - Nom du bénéficiaire						Vendor Code - Code fournisseur	
Carmello's Italian Restaurant						108745	
Commitment No. / N° d'engagement	Cost Center / Centre de coût	Fund - Fonds	Functional Area / Domaine fonctionnel	Order - Ordre	GL - Compte général (2015 / 2401)	Amount including Tax / Montant incluant taxe	GST / HST / TPS / TVH
300254466-1	12000	15	4010	502389	2401	997.00	114.70

Payee Name - Nom du bénéficiaire						Vendor Code - Code fournisseur	
Commitment No. / N° d'engagement	Cost Center / Centre de coût	Fund - Fonds	Functional Area / Domaine fonctionnel	Order - Ordre	GL - Compte général (2015 / 2401)	Amount including Tax / Montant incluant taxe	GST / HST / TPS / TVH

Prepared by (*Type or print*) - Préparé par (*Dactylographier ou en caractères d'imprimerie*)	Tel. No. - N° de tél.	Date
Sylvie Crispin	(613) 482-9811	2016/01/04

Certified pursuant to Section 34 of the *Financial Administration Act*. Certifié en vertu de l'article 34 de la *Loi sur la gestion des finances publiques*.

Title - Titre

Marie-Josée Thivierge - Assistan Deputy Minister CFO

[signature] Signature — 08-01-2016 Date

JUS 145-2 (2011/11)

s.19(1)

Crispin, Sylvie

From: Krogh, Allison
Sent: December 9, 2015 11:26 AM
To: Crispin, Sylvie
Cc: Vaillancourt, Danielle
Subject: RSVP list for Cabinet Thank you luncheon
Attachments: Attendance Dec. 10th lunch NCR Cabinet.xlsx

Allison Krogh
Office of the Deputy Minister of Justice and Deputy Attorney General |
Cabinet du sous-ministre de la Justice et sous-procureur général
Department of Justice Canada | Ministère de la Justice Canada
284 Wellington Street, Room 4081 | 284, rue Wellington, pièce 4081
Ottawa, Ontario K1A 0H8
tel/tél : 613-946-3869
E-mail | Courriel: allison.krogh@justice.gc.ca

From: [mailto: @unitedwayottawa.ca]
Sent: 2015-Dec-09 11:22 AM
To: Krogh, Allison; Helene Boggia
Subject: NCR Cabinet Thank you luncheon

Hi Allison,

Here is the guest list which totals 34 as requested.

Coordinator, GCWCC, NCR
Coordinatrice, CCMTGC, RCN

Government of Canada Workplace Charitable Campaign
Campagne de charité en milieu de travail du gouvernement du Canada
United Way Centraide Ottawa
GCWCC-CCMTGC.org | Twitter

Department of Justice Canada / Ministère de la Justice Canada

Fiscal Year / Année financière: 2015-2016

HOSPITALITY CLAIM PAYMENT VOUCHER / BORDEREAU DE PAIEMENT POUR UNE DEMANDE DE REMBOURSEMENT POUR DÉPENSES D'ACCUEIL

For approval by / Pour approbation par	Marie-Josée Thivierge, ADM-CFO
Event / Événement	GCWCC Campaign Cabinet Lunch
Sector / Secteur	Deputy Minister's Office
Host / Hôte	William Pentney
Event location(s) / Lieu(x) de l'événement	Constitution Square
Date(s) of the event / Date(s) de l'événement	Thursday, December 10, 2015
Vendor(s) name / Nom du (des) fournisseur(s)	Carmello's Italian Restaurant
Total hospitality cost / Coût total de l'accueil	$ 997.00
Other costs / Autres coûts	$ -
Total cost of the event / Coût total de l'événement	$ 997.00

	MEALS / REPAS	NUMBER OF PARTICIPANTS / NOMBRE DE PARTICIPANTS				TBS LIMITS / LIMITES DU SCT		COST / COÛT PER CAPITA	TOTAL COST / COÛT TOTAL (incl. taxes & gratuities / incl. taxes et pourboires)	
		Approved / Autorisé		Actual / Réel						
Date	Item Detail / Élément détaillé Please detail the refreshment (ex: coffee, tea, muffins, etc.) / Veuillez détailler les rafraîchissement (ex: café, thé, biscuits, etc.)	Public servant(s) Fonctionnaire(s)	Non-public servant(s) / Non fonctionnaire(s)	Public servant(s) Fonctionnaire(s)	Non-public servant(s) / Non fonctionnaire(s)	Average Moyenne	Maximum	Actual Réel	Approved Autorisé	Actual Réel
12/10/2015	Coffee break	19	15	19	15	33.60	50.40	29.33	1,045.00	997.00
							-	-		
							-	-		
							-	-		
							-	-		
							-	-		
							-	-		
							-	-		
							-	-		
							-	-		
							-	-		
								Total hospitality cost / Coût total de l'accueil	1,045.00	997.00
								Other costs / Autres coûts	-	-
								Total cost of the event / Coût total de l'événement	1,045.00	997.00

Due to the formatting of some of the cells, the amounts are rounded to the second decimal.
Compte tenu du formatage, les montants sont arrondis à la deuxième décimale.

Comments / Commentaires

1. The actual per capita costs for the lunch is below the TBS standard cost per person.
2. The actual total cost of the hospitality is below the pre-approved amount.
3. Éric Trépanier, Acting CFO, approved the Expenditure initiation and Section 32 of the *FAA* in the THCEE.
4. There is no agenda for this event.

Prepared by / Préparé par: Samantha Allard	Signature: [signature]	6-Jan-16
Name (type or print) / Nom (lettres moulées ou caractères d'imprimerie)	Signature	Date (D-J / M / Y-A)
Account verified by Finance / Compte vérifié par Finances: Samantha Allard	Signature: [signature]	6-Jan-16
Name (type or print) / Nom (lettres moulées ou caractères d'imprimerie)	Signature	Date (D-J / M / Y-A)

Crispin, Sylvie

From: Krogh, Allison
Sent: January 4, 2016 11:43 AM
To: Crispin, Sylvie
Subject: RE: catering from Dec 10
Attachments: Copy of Attendance Dec 10th lunch NCR Cabinet.xlsx

No agenda; see attached list of attendees

Allison Krogh
Office of the Deputy Minister of Justice and Deputy Attorney General |
Cabinet du sous-ministre de la Justice et sous-procureur général
Department of Justice Canada | Ministère de la Justice Canada
284 Wellington Street, Room 4081 | 284, rue Wellington, pièce 4081
Ottawa, Ontario K1A 0H8
tel/tél : 613-946-3869
E-mail | Courriel: allison.krogh@justice.gc.ca

From: Crispin, Sylvie
Sent: 2016-Jan-04 11:41 AM
To: Krogh, Allison
Subject: RE: catering from Dec 10

Thank you Allison,

There is no agenda?

Sylvie
613-482-9811

From: Krogh, Allison
Sent: January 4, 2016 11:35 AM
To: Crispin, Sylvie
Subject: FW: catering from Dec 10

See invoice below.
Thanks

Allison Krogh
Office of the Deputy Minister of Justice and Deputy Attorney General |
Cabinet du sous-ministre de la Justice et sous-procureur général
Department of Justice Canada | Ministère de la Justice Canada
284 Wellington Street, Room 4081 | 284, rue Wellington, pièce 4081
Ottawa, Ontario K1A 0H8
tel/tél : 613-946-3869
E-mail | Courriel: allison.krogh@justice.gc.ca

s.19(1)

From: [redacted]
Sent: 2016-Jan-04 11:21 AM
To: Krogh, Allison
Subject: Re: catering from Dec 10

INVOICE # 186244

FROM CARMELLOS ITALIAN RESTAURANT

CATERING AT CONSTITUTION SQUARE
FOR DEPARTMENT OF JUSTICE

DATE DEC 10TH 2015

ITEMS

34 PEOPLE FOR HOT LUNCH BUFFET $25.95 PER PERSON

34 TIMES $25.95	$882.30
HST	114.70
TOTAL	$997.00

EVENT WAS QUOTED AND INCLUDED DELIVERY ETC.

PLEASE FORWARD PAYMENT

THANKS

CONTACT [redacted] FOR MORE INFORMATION

From: "Krogh, Allison" <Allison.Krogh@justice.gc.ca>
To: [redacted]
Sent: Monday, January 4, 2016 7:26 AM
Subject: catering from Dec 10

Good morning [redacted]
Will you please send me the invoice by email from the lunch that you catered for me on December 10?
thanks

Allison Krogh
Office of the Deputy Minister of Justice and Deputy Attorney General |
Cabinet du sous-ministre de la Justice et sous-procureur général
Department of Justice Canada | Ministère de la Justice Canada
284 Wellington Street, Room 4081 | 284, rue Wellington, pièce 4081
Ottawa, Ontario K1A 0H8
tel/tél : 613-946-3869
E-mail | Courriel: allison.krogh@justice.gc.ca

Crispin, Sylvie

s.19(1)

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Sent: January 4, 2016 11:35 AM
To: Crispin, Sylvie
Subject: FW: catering from Dec 10

See invoice below.
Thanks

Allison Krogh
Office of the Deputy Minister of Justice and Deputy Attorney General |
Cabinet du sous-ministre de la Justice et sous-procureur général
Department of Justice Canada | Ministère de la Justice Canada
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Ottawa, Ontario K1A 0H8
tel/tél : 613-946-3869
E-mail | Courriel: allison.krogh@justice.gc.ca

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To: Krogh, Allison
Subject: Re: catering from Dec 10

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FOR DEPARTMENT OF JUSTICE

DATE DEC 10TH 2015

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HST 114.70

TOTAL $997.00

EVENT WAS QUOTED AND INCLUDED DELIVERY ETC.

PLEASE FORWARD PAYMENT

THANKS

CONTACT FOR MORE INFORMATION

s.19(1)

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Allison Krogh
Office of the Deputy Minister of Justice and Deputy Attorney General |
Cabinet du sous-ministre de la Justice et sous-procureur général
Department of Justice Canada | Ministère de la Justice Canada
284 Wellington Street, Room 4081 | 284, rue Wellington, pièce 4081
Ottawa, Ontario K1A 0H8
tel/tél : 613-946-3869
E-mail | Courriel: allison.krogh@justice.gc.ca

From: Krogh, Allison
Sent: 2015-Dec-09 2:07 PM
To:
Subject: RE: catering Dec 10,

Hi
As per our telephone discussion from this morning, the total number of guests will be 34 which includes the one gluten free meal to be delivered to the Constitution Square building, 350 Albert Street, 2nd floor, Confederation Room A&B. Please call me on my cel if there are any issues at 613-862-2581
Thanks

Allison Krogh
Office of the Deputy Minister of Justice and Deputy Attorney General |
Cabinet du sous-ministre de la Justice et sous-procureur général
Department of Justice Canada | Ministère de la Justice Canada
284 Wellington Street, Room 4081 | 284, rue Wellington, pièce 4081
Ottawa, Ontario K1A 0H8
tel/tél : 613-946-3869
E-mail | Courriel: allison.krogh@justice.gc.ca

From:
Sent: 2015-Dec-04 9:05 AM
To: Krogh, Allison
Subject: RE: catering Dec 10,

Hi
We can send a plain chicken with salad for the woman

s.19(1)

Thanks

Sent from Mail for Windows 10

From: Krogh, Allison
Sent: Thursday, December 3, 2015 2:25 PM
To:
Subject: RE: catering Dec 10,

Good afternoon
Can we do 1 special meal that is Gluten free for this woman? Plain piece of chicken with salad etc...
Please advise asap.
Thanks
Allison Krogh
Office of the Deputy Minister of Justice and Deputy Attorney General |
Cabinet du sous-ministre de la Justice et sous-procureur général
Department of Justice Canada | Ministère de la Justice Canada
284 Wellington Street, Room 4081 | 284, rue Wellington, pièce 4081
Ottawa, Ontario K1A 0H8
tel/tél : 613-946-3869
E-mail | Courriel: allison.krogh@justice.gc.ca

From:
Sent: 2015-Nov-05 9:16 AM
To: Krogh, Allison
Subject: RE: catering Dec 10,

Hi
In reviewing the menu the main course and one salad is gluten free, and
The fruit salad would work but your guest may not fine it enough and
I can send a GF Cream Caramel dessert for that person.
Perhaps review the menu with the guest for more feed back.
Let me know

Sent from Mail for Windows 10

From: Krogh, Allison
Sent: Thursday, November 5, 2015 7:56 AM
To:
Subject: RE: catering Dec 10,

s.19(1)

Good morning [redacted]
Will you be able to accommodate 1 Gluten free meal?
Thanks

Allison Krogh
Office of the Deputy Minister of Justice and Deputy Attorney General |
Cabinet du sous-ministre de la Justice et sous-procureur général
Department of Justice Canada | Ministère de la Justice Canada
284 Wellington Street, Room 4081 | 284, rue Wellington, pièce 4081
Ottawa, Ontario K1A 0H8
tel/tél : 613-946-3869
E-mail | Courriel: allison.krogh@justice.gc.ca

From: [redacted]
Sent: 2015-Aug-06 9:24 AM
To: Krogh, Allison
Subject: Re: catering Dec 10,

Hi
The middle of Nov would work so that I can track how much catering to take on.
That being said If you confirm earlier that is fine too.
Have a great summer

From: "Krogh, Allison" <Allison.Krogh@justice.gc.ca>
To: [redacted]
Sent: Wednesday, August 5, 2015 2:11 PM
Subject: RE: catering Dec 10,

Good afternoon [redacted]
This menu looks good. When do we need to confirm with you by?

Allison Krogh
Office of the Deputy Minister of Justice and Deputy Attorney General |
Cabinet du sous-ministre de la Justice et sous-procureur général
Department of Justice Canada | Ministère de la Justice Canada
284 Wellington Street, Room 4081 | 284, rue Wellington, pièce 4081
Ottawa, Ontario K1A 0H8
tel/tél : 613-946-3869
E-mail | Courriel: allison.krogh@justice.gc.ca

From: [redacted]
Sent: 2015-Jun-23 10:48 AM
To: Krogh, Allison
Subject: catering Dec 10,

s.19(1)

For about 36 people for a meeting at lunch time Contact 613 946-3869

Suggested Menu

Grilled chicken breast wrapped in prosciutto, with a light mushroom sauce
Wild Rice medley
Seasonal fresh vegetables

Cheese Tortellini Salad
Romaine salad with mandarins, grilled red pepper, poppyseed dressing
Smoked salmon platter with French stick, capers, ricotta

Individual Tiramisu, small fruit platter

Sparking waters

Coffee and Tea service

China and linen napkins, chafing dish stands etc.

Cost $25.95 plus hst.

Let me know what you think of the menu

Quote from Carmellos Catering
Thanks

This email has been checked for viruses by Avast antivirus software.
www.avast.com

s.19(1)

Name	Confirmed	Unknown	Declined
Mr. W. Pentney	yes 1		
Maria Belen	yes 2		
Chris Aylward			no
Shereen Benzvy Miller	yes 3		
Julie Courschesne	yes 4		
Dan Couture	yes 5		
Dan Danagher	yes 6		
Michelle Kovacevic	yes 7		
Allison Krogh	yes 8		
Bill Matthews			declined
Pam McCurry	yes 9		
Frances McRae	yes 10		
Sarah Paquet	yes 11		
Paulina Pisarek	yes 12		
Tasha Taylor	yes 13		
Elizabeth Tromp	yes 14		
Sinthia Zaman	yes 15		
Suzanne Désormeaux			no
Stéphanie Poliquin			no
Brendan Mullen			no
Jennifer Reaney	yes 16		
		tentative	
	yes 17		
	yes 18		
	yes 19		
Evelyn Drescher	yes 20		
	yes 21		
			no
	yes 22		
	yes 23		
	yes 24		
			no
			no
Catheirne McKinnon	yes 25		
	yes 26		
Joanne Sarazin Doré	yes 27		
Jane-Anne Dugas	yes 28		
	yes 29		
Marlene Spatuk	yes 30		
	yes 31		
Julie Duguay	yes 32		
	yes 33		
	yes 34		
totals	34		

16190170 89

Department of Justice Canada
Ministère de la Justice Canada

CCM #: 2016-000309

APPROVAL SLIP

HOSPITALITY CLAIM

For approval by:	Marie-Josée Thivierge, ADM-CFO
Event:	GCWCC Campaign Cabinet Lunch
Sector:	Deputy Minister's Office
Host:	William Pentney
Hospitality Amount:	997.00 $
Event Amount:	997.00 $
Vendor(s) / Claimant(s):	Carmello's Italian Restaurant
Date(s) of the Event:	December 10, 2015

RECOMMENDATION FOR: Marie-Josée Thivierge, ADM-CFO

Your approval under Section 34 of the *Financial Administration Act* is required for this invoice.

William Pentney, attended

CONSIDERATIONS:

1. The actual per capita costs for the lunch is below the TBS standard cost per person.
2. The actual total cost of the hospitality is below the pre-approved amount.
3. Éric Trépanier, Acting CFO, approved the Expenditure initiation and Section 32 of the *FAA* in the THCEE.
4. There is no agenda for this event.

RECOMMENDED BY:	SIGNATURE	DATE
Carla Garcia *Chief, Accounting Operations and Client Services*	[signature]	Jan 6 '16
Karoline Poiré *Manager, Accounting Operations and Client Services*	[signature]	January 7. 2016
Éric Trépanier *Director General, Deputy Chief Financial Officer*	[signature]	7/01/16

Deputy Minister's Office
Q3 Travel, Hospitality, Conferences, and Events Expenditures Submission
July 2015

Section 1: Activity Information (Mandatory) / Information sur les activités (obligatoire) — Section 2: Travel / Voyage — Section 3: Hospitality / Accueil — Section 4: Conferences / Conférences — Section 5: Events - Other Expenditures / Événements - Autres dépenses — Section 6: Other Comments / Autres commentaires — Section 7: Summary / Sommaire

Activity Number	Core or Non-Core	What? / Quoi?	Why? / Pourquoi?	Rationale for # of participants	Date From / Du	Date To / Au	Location / Emplacement	Travel Estimated Expenditures / Dépenses estimées	# of Participants Public Servants / Fonctionnaires	# of Participants Non-Public Servants	Host / Hôte	Location / Emplacement	Type / Catégorie	Cost per individual / Coût par individu	Total Cost / Coût total	Type of Expenditure / Catégorie de dépense	Total Cost / Coût total	Description	Total Forecasted Expenditures / Dépenses totales prévues	Funding / Financement	Cost Centre / Centre de coût	Level of Approval Required	Contact Sector	Contact Name / Nom	Contact Phone / Téléphone
1	Non-Core	GCWCC DM Special learning event	DM is National Chair of GCWCC, DM Special learning event. Hospitality is being offered because it is appropriate as a ...	325 (public servant donors, ... and United Way reps)	Oct. 7/15	Oct. 7/15	Library and Archives Canada in Ottawa	$0.00	325	15	William F. Pentney Q.C.	Government facility / installation gouvernementale	Breakfast / Petit déjeuner	$13.14	$4,500.00	Room rental at Library and Archives Canada in Ottawa	$500.00	Room rental at Library and Archives Canada in Ottawa	$5,550.00	Justice (JUS)	12000	CFO / DPF	DMO	Alison Keogh	613-946-3067
2	Non-Core	GCWCC Campaign Cabinet lunch meeting	DM is National Chair of GCWCC, Campaign Cabinet meeting and lunch	30 Campaign Cabinet Committee members	Dec. 10/15	Dec. 10/15	Constitution Square Conference room, 350 Albert, 2nd floor Ottawa	$0.00	19	15	William F. Pentney Q.C.	Government facility / installation gouvernementale	Lunch / Dîner	$30.73	$1,045.00			Lunch for Campaign Cabinet Committee at Constitution Square conference room in Ottawa	$1,045.00	Justice (JUS)	12000	CFO / DPF	DMO	Alison Keogh	613-946-3068

Grand Total / Grand Total: $6,595.00

Section 8: Approvals / Approbations

Recommended by / Recommandé par : [signature] — Financial Management Advisor or Regional Director of Finance / Conseiller en gestion financière ou Directeur régional des finances — Date: 29-09-2015

Recommended by / Recommandé par : Natalia [signature] — Director of Business Management / Directeur de la gestion des activités — Date: 29-09-2015

Expenditure Initiation Authority and Certified pursuant to Section 32 of the *Financial Administration Act* / Pouvoir d'engagement des dépenses et Certifié en vertu de l'Article 32 de la *Loi sur la gestion des finances publiques*

Name / Nom: [signature] — Signature — Initials: W — Date: Sept 30/15

Name / Nom: Marie-Josée Thivierge — Signature — Initials — Date: 02/10/15

Department of Justice Canada | Ministère de la Justice Canada

PAYMENT VOUCHER — BORDEREAU DE PAIEMENT

Scanned Documents / Documents numérisés ☐
Final Payment / Paiement Final ☐
Original document kept in legal file / Document original conservé dans le dossier ☐

Processed in IFMS
COPY

Region - Région: RCN
Organization - Organisation: Bureau du sous-ministre
Vendor code - Code fournisseur : 94403422

Payee name - Nom du bénéficiaire : Paul St-Germain

Address - Adresse :
Sent to Finance 16/03/16
Copy sent to CDC 3020
Original le 22/3/16

Date goods received or services rendered - Date de réception des produits ou services:
Date invoice received / Date de réception de la facture: 11 décembre, 2015

CHEQUE STUB INFORMATION - INFORMATION SUR LE TALON DU CHÈQUE

Invoice number Numéro de la facture	Details Détails	Amount Montant
Canadian Tire # 176	Remboursement pour achat de produits nettoyants pour la voiture du SM Processed in IFMS Doc.# [illegible] Date 18-03-16	50.74

ACCOUNTING INFORMATION *(FOR ADDITIONAL LINES SEE PAGE 2)* - RENSEIGNEMENTS DE LA COMPTABILITÉ *(POUR DES LIGNES SUPPLÉMENTAIRES - VOIR PAGE 2)*

	GL Account Compte général	Net Amount Montant net	HST/GST TVH/TPS	QST/ TVQ	Cost center Centre de coût	Fund Fonds	Functional Area Domaine Fonctionnel	Order Ordre	Assignment Affectation	Description	Commitment PO Engagement Bon de commande	Line Item L. d'item
1	4620	44.13	2.21	4.40	12000	15	4010			Remboursement pour achat de produits nettoyants pour la voiture du SM	300255931	1
2												
3												

	Net Amount	HST/GST	QST
Sub-Total	$ 44.13	$ 2.21	$ 4.40
Sub-Total Tax Amount		$ 6.61	
TOTAL	$ 50.74		

The following boxes must be check by the verifier - Les cases suivantes doivent être cochée par le vérificateur

☐ Services Rendered/Goods Supplied / Services rendus/marchandises livrées
☐ Contract Terms Met / Rencontre les Termes du contrat
☐ Supporting documentation / Documentation à l'appui

Account Verified - Name / Compte Vérifié - Nom | Signature | Date Y-A M D-J

Prepared by - Name / Préparé par - Nom: Sylvie Crispin | Date Y-A 2016 M 03 D-J 15 | G/R :

CERTIFIED PURSUANT TO SECTION 34 OF THE *FINANCIAL ADMINISTRATION ACT* - CERTIFIÉ EN VERTU DE L'ARTICLE 34 DE *LA LOI SUR LES FINANCES PUBLIQUES*

Name - Nom: Stéphanie Poliquin - Chef de cabinet | Signature: [signature] | Date Y-A 2016 M 03 D-J 16

Stéphanie Poliquin
Chief of Staff to DM of Justice
Chef de cabinet du SM de la Justice

JUS 396-4 (2014/01)

s.19(1)

CANADIAN TIRE #176

355 BOULEVARD DE LA CARRIERE
GATINEAU (SECTEUR HULL) J8Y 6W4
TEL. (819) 777-4381
CAISSE:7 12/11/2015 10:21:04 # TRANS:10
OPERATEUR: 111 Encaisse: 001

039-6642-6	TG SERV.ABSORB.	$	11.99
039-6641-8	LINGE BLUE SHOP	$	2.19
039-2517-0	PROTECTEUR AA 3	$	4.99
039-2929-0	MOUSSE PNEUS SZ	$	7.99
(RABAIS $ 1.50)			
053-2827-6	MOUSSE VITRE.ZE	$	3.99
039-4516-0	L-AUTO/CIRE SUN	$	6.99
059-3111-0	PISTOL.ORBIT,DE	$	5.99
	SOUSTOTAL	$	44.13
	T.P.S. 5%	$	2.21
	T.V.Q. 9.975%	$	4.40
	T O T A L	$	50.74

CARTE DEBIT #:
CARTE A PUCE
AUTORISATION: 00 53002F 001

DEBIT RECU	$	50.74
MONNAIE	$	0.00
ARG. CT DE BASE	$	0.20

Créez un compte Mon "@rgent" CT.
Obtenez de l'"@rgent" Canadian Tire à
échanger chez Canadian Tire.
Visitez-nous en ligne à
canadiantire.ca ou téléchargez
l'application pour mobile de
Canadian Tire.

AUJOURD'HUI VOUS ÉPARGNEZ
$ 1.50
CHEZ CANADIAN TIRE.

=======================================
RELEVE DE TRANSACTION CARTE DEBIT
=======================================

MAGASIN No 176 CANADIAN TIRE
355 BOULEVARD DE LA CARRIERE
HULL (QC)
J8Y 6W5

OPERATEUR: 111 CAISSE:7 # TRANS:10

TYPE: ACHAT
COMPTE: INTERAC CHEQUE

$ 50.74

NUMERO CARTE:
CARTE A PUCE
2015/12/11 10:21:42
REFERENCE: 28004093 0010015280 C

AUTORISATION: 53002F
A0000002771010
Interac
80000080006800

00 APPROUVEE - MERCI 001

COPIE DU CLIENT

Department of Justice Canada / Ministère de la Justice Canada

Initiation and Commitment Expenditure Request
Demande d'initiation et d'engagement de dépense

FISCAL YEAR / EXERCICE FINANCIER: 2015-2016

☐ ORIGINAL ☐ CLOSE/FERMER ☐ AMEND/MODIFICATION ☐ RE-OPEN/RE-OUVERTURE

1	BRANCH, SECTION / DIRECTION GÉNÉRALE, SECTION	VENDOR NO. / N° DE FOURNISSEUR
	Deputy Minister's Office	

2 Name of Card Holder (if applicable) / Nom du titulaire d'une carte d'acquisition (si applicable): Danielle Vaillancourt

3 ACCOUNTING INFORMATION / INFORMATION COMPTABLE

Original Financial Commitment description - Description d'engagement de fonds originale

Trans. Type / Type de Trans.	GL ACCOUNT / COMPTE GL	COST CENTER / CENTRE DE COÛTS	FUND / FONDS	FUNCTIONAL AREA / DOMAINE FONCTIONNEL	ORDER NO. / N° DE COMMANDE	COMMITMENT AMOUNT / MONTANT D'ENGAGEMENT	TAX AMOUNT / MONTANT DE LA TAXE	TOTAL AMOUNT / MONTANT TOTAL	COMMITMENT NO. / N° D'ENGAGEMENT	LINE NO.	DESCRIPTION (text)
	4515	12000	15	4010		$ 36.00		$ 36.00	30028360	1	IStock credit for picture
								$ 0.00			
								$ 0.00			
								$ 0.00			
								$ 0.00			
								$ 0.00			

Amended Financial Commitment Description - Description de l'Amendement à l'Engagement de Fonds

Trans. Type	GL	Cost Center	Fund	Functional Area	Order No.	Commitment Amount	Tax Amount	Total Amount	Commitment No.	Line No.	Description
								$ 0.00			
								$ 0.00			
								$ 0.00			
								$ 0.00			
								$ 0.00			
								$ 0.00			
								$ 0.00			
								$ 0.00			

5 Prepared by / Préparé par

Name (Print) / Nom (lettre moulée) :	Signature :	Date :
Danielle Vaillancourt	D. Vaillancourt	2015-12-11

6 Certified pursuant to Section 32(1) of the Financial Administration Act and authorized under the Expenditure Initiation. I authorize the use of the acquisition card for this purchase. / Certified pursuant to Section 32(1) of the Financial Administration Act and authorized under the Expenditure Initiation. I authorize the use of the acquisition card for this purchase.

Name of manager / Nom du gestionnaire	Signature :	Date :
Stéphanie Poliquin	Stéphanie P.	2015-12-11

JUS 817 (2014/11)

Ottawa, Ontario

K1A 0H8

Canada

613-867-7533

Order Summary

3 iStock credits	$36.00 CAD
Sub Total:	$36.00 CAD
Total:	**$36.00 CAD**

To access your order details, download history, purchases and more, please sign in to your account. Need help? Contact us.

Refunds on unused credit packs can be made within 14 days purchase and will be credited to the payment method originally used. If any credits from a credit pack have been used, no refunds will be offered. Credits never expire when you use your iStock account even once a year. Using your account is as easy as signing in.

(10)

Vaillancourt, Danielle

s.18(a)

From:	Oberoi, Michele
Sent:	2015-Dec-11 1:57 PM
To:	Vaillancourt, Danielle
Subject:	FW: [Order #: 27871059] Credits Purchase Confirmation
Attachments:	iStock_000019120011_Large.jpg

Hi Danielle: FYI—thank you for bringing the card!

Michele

From: Oberoi, Michele
Sent: December-11-15 1:56 PM
To: Poliquin, Stéphanie
Cc: Reaney, Jennifer; Synnett-Caron, Dale
Subject: FW: [Order #: 27871059] Credits Purchase Confirmation

Hi Stéphanie: the image is attached, and the receipt is below (it's in Odette Charette's name).

Michele

From: service@istockphoto.com [mailto:service@istockphoto.com]
Sent: December-11-15 1:47 PM
To: Oberoi, Michele
Subject: [Order #: 27871059] Credits Purchase Confirmation

Hi Odette,

Thanks for purchasing credits! Please save this order confirmation as a record of your purchase.

Happy downloading!

iStock. by Getty Images

Order Number: 27871059
December 11, 2015

Getty Images International
2nd Floor Block 4, Bracken Business Park,
Sandyford Industrial Estate,
Dublin 18
Registration No. IE 9988348J

Billing

Odette Charette
284 Wellington Street
EMB-3333

Payment

Last four digits of card:

/2020

Department of Justice Canada | Ministère de la Justice Canada

PAYMENT VOUCHER | BORDEREAU DE PAIEMENT

Scanned Documents / Documents numérisés ☐
Final Payment / Paiement Final ☐
Original document kept in legal file / Document original conservé dans le dossier ☐

Processed in IFMS
Doc.# 2619014878
Date 15-12-11

Region - Région: NCR
Organization - Organisation: Deputy Minister's Office
Vendor code - Code fournisseur: 134710
Payee name - Nom du bénéficiaire: ARI Financial Services
Address - Adresse: COPY
Sent to Finance 16/12/15
Copy sent to CDO3020
original le

Date goods received or services rendered - Date de réception des produits ou services:
Date invoice received / Date de réception de la facture: December 14, 2015

CHEQUE STUB INFORMATION - INFORMATION SUR LE TALON DU CHÈQUE

Invoice number Numéro de la facture	Details Détails	Amount Montant
MDNPXX	Gasoline and Maintenance DM's Vehicle	376.18

ACCOUNTING INFORMATION *(FOR ADDITIONAL LINES SEE PAGE 2)* - RENSEIGNEMENTS DE LA COMPTABILITÉ *(POUR DES LIGNES SUPPLÉMENTAIRES - VOIR PAGE 2)*

	GL Account Compte général	Net Amount Montant net	HST/GST TVH/TPS	QST/ TVQ	Cost center Centre de coût	Fund Fonds	Functional Area Domaine Fonctionnel	Order Ordre	Assignment Affectation	Description	Commitment PO Engagement Bon de commande	Line Item L. d'item
1	4503	285.32	18.52	23.16	12000	15	4010			Gasoline	300250071	1
2	4503	6.40	0.83		12000	15	4010			Card Program Fee	300250071	2
3	4620	36.50	1.80	3.65	12000	15	4010			Repair & Maintenance	300250071	3

Sub-Total $ 328.22 | $ 21.15 | $ 26.81
Sub-Total Tax Amount $ 47.96
TOTAL $ 376.18

The following boxes must be check by the verifier - Les cases suivantes doivent être cochée par le vérificateur

☐ Services Rendered/Goods Supplied Services rendus/marchandises livrées
☐ Contract Terms Met Rencontre les Termes du contrat
☐ Supporting documentation Documentation à l'appui

Account Verified - Name / Compte Vérifié - Nom	Signature	Date Y-A M D-J

Prepared by - Name / Préparé par - Nom	Date Y-A M D-J	G/R:
Sylvie Crispin	2015 12 15	

CERTIFIED PURSUANT TO SECTION 34 OF THE *FINANCIAL ADMINISTRATION ACT* - CERTIFIÉ EN VERTU DE L'ARTICLE 34 DE *LA LOI SUR LES FINANCES PUBLIQUES*

Name - Nom	Signature	Date Y-A M D-J
Stéphanie Poliquin - Chief of Staff - DMO	Stéphanie P	2016 12 16

JUS 396-4 (2014/01)

ORIGINAL

ARI FINANCIAL SERVICES INC.
SERVICES FINANCIERS ARI INC.
1270 CENTRAL PARKWAY WEST
SUITE 600
MISSISSAUGA, ONTARIO L5C4P4
Automotive Resources International
TEL: (905) 803-8000
TOLL FREE / SANS FRAIS (800) 361-5882
FAX / TELECOPIEUR: (905) 803-8644

RECEIVED DEC 14 2015

MISC. INVOICE / FACTURE D'ENTRETIEN

GST REG / TPS NO: #136025582RT
QST REG / TVQ NO: #1015619615

CLIENT CODE / NO DE CLIENT:	4G21-17	INVOICE NO / NO DE FACTURE:	MDNPXX
DUE DATE / DATE D'ECHEANCE:	12/31/15	INVOICE DATE / DATE DE LA FACTURE:	11/25/15

UNIT / UNITE	ITEM / ARTICLE	DATE	DESCRIPTION	AMOUNT / MONTANT
005 -314490	HST -CANADIAN TAX ACCT/	12/01/2015	JE- 2143110 HST CHG ON MTHLY SVC	.83
005 -314490	TMS&FUEL - SGT ESSENCE SPEC/	12/01/2015	JE- 2143110 MTHLY TMS - SGT CHRG	6.40
	GST= SUB-TOT=	6.40		
	HST= .83			
			SUB-TOTAL	7.23
005 -314490	GASOLINE/ESSENCE TYPE: UNLEAD	10/05/2015	PR: ON VEND: MACEWEN REF#: 190003 CC#: 60800005592	20.35
005 -314490	HST -CANADIAN TAX ACCT/	10/05/2015	HST- FUEL CC#: 60800005592	2.65
005 -314490	GASOLINE/ESSENCE TYPE: UNLEAD	10/19/2015	PR: PQ VEND: SHELL CA REF#: 2056022244 CC#: 60800005592	47.92
005 -314490	MISC SERVICE/SERVICE DIVERS	10/19/2015	PR: PQ VEND: SHELL CA REF#: 2056022244 CC#: 60800005592	7.30
005 -314490	GST CHARGEBACKS/TPS	10/19/2015	GST- FUEL CC#: 60800005592	2.40
005 -314490	GST CHARGEBACKS/TPS	10/19/2015	GST- MAINT CC#: 60800005592	.36
005 -314490	QST/TAXE QC REMBOURSABLE	10/19/2015	QST- FUEL CC#: 60800005592	4.78
005 -314490	QST/TAXE QC REMBOURSABLE	10/19/2015	QST- MAINT CC#: 60800005592	.73
005 -314490	GASOLINE/ESSENCE TYPE: UNLEAD	10/21/2015	PR: ON VEND: MACEWEN REF#: 063252 CC#: 60800005592	32.74
005 -314490	HST -CANADIAN TAX ACCT/	10/21/2015	HST- FUEL CC#: 60800005592	4.26
005 -314490	GASOLINE/ESSENCE TYPE: UNLEAD	10/23/2015	PR: PQ VEND: SHELL CA REF#: 2056023892 CC#: 60800005592	28.06
005 -314490	MISC SERVICE/SERVICE DIVERS	10/23/2015	PR: PQ VEND: SHELL CA REF#: 2056023892 CC#: 60800005592	7.30
005 -314490	GST CHARGEBACKS/TPS	10/23/2015	GST- FUEL CC#: 60800005592	1.40
005 -314490	GST CHARGEBACKS/TPS	10/23/2015	GST- MAINT CC#: 60800005592	.36
005 -314490	QST/TAXE QC REMBOURSABLE	10/23/2015	QST- FUEL CC#: 60800005592	2.80
005 -314490	QST/TAXE QC REMBOURSABLE	10/23/2015	QST- MAINT CC#: 60800005592	.73
005 -314490	GASOLINE/ESSENCE TYPE: UNLEAD	10/28/2015	PR: PQ VEND: SHELL CA REF#: 2056025787 CC#: 60800005592	42.89
005 -314490	MISC SERVICE/SERVICE DIVERS	10/28/2015	PR: PQ VEND: SHELL CA REF#: 2056025788 CC#: 60800005592	7.30
005 -314490	GST CHARGEBACKS/TPS	10/28/2015	GST- FUEL CC#: 60800005592	2.14
005 -314490	GST CHARGEBACKS/TPS	10/28/2015	GST- MAINT CC#: 60800005592	.36
005 -314490	QST/TAXE QC REMBOURSABLE	10/28/2015	QST- FUEL CC#: 60800005592	4.28
005 -314490	QST/TAXE QC REMBOURSABLE	10/28/2015	QST- MAINT CC#: 60800005592	.73
005 -314490	GASOLINE/ESSENCE TYPE: UNLEAD	11/02/2015	PR: PQ VEND: SHELL CA REF#: 2056027852 CC#: 60800005592	45.15
005 -314490	MISC SERVICE/SERVICE DIVERS	11/02/2015	PR: PQ VEND: SHELL CA REF#: 2056027852 CC#: 60800005592	7.30
005 -314490	GST CHARGEBACKS/TPS	11/02/2015	GST- FUEL CC#: 60800005592	2.26
005 -314490	GST CHARGEBACKS/TPS	11/02/2015	GST- MAINT CC#: 60800005592	.36
005 -314490	QST/TAXE QC REMBOURSABLE	11/02/2015	QST- FUEL CC#: 60800005592	4.50
005 -314490	QST/TAXE QC REMBOURSABLE	11/02/2015	QST- MAINT CC#: 60800005592	.73
005 -314490	GASOLINE/ESSENCE TYPE: UNLEAD	11/04/2015	PR: PQ VEND: SHELL CA REF#: 2056028661 CC#: 60800005592	26.46
005 -314490	MISC SERVICE/SERVICE DIVERS	11/04/2015	PR: PQ VEND: SHELL CA REF#: 2056028661 CC#: 60800005592	7.30
005 -314490	GST CHARGEBACKS/TPS	11/04/2015	GST- FUEL CC#: 60800005592	1.32
005 -314490	GST CHARGEBACKS/TPS	11/04/2015	GST- MAINT CC#: 60800005592	.36
005 -314490	QST/TAXE QC REMBOURSABLE	11/04/2015	QST- FUEL CC#: 60800005592	2.64
005 -314490	QST/TAXE QC REMBOURSABLE	11/04/2015	QST- MAINT CC#: 60800005592	.73
005 -314490	GASOLINE/ESSENCE TYPE: UNLEAD	11/09/2015	PR: PQ VEND: PETRO CA REF#: 00809979 CC#: 60800005592	41.75
005 -314490	GST CHARGEBACKS/TPS	11/09/2015	GST- FUEL CC#: 60800005592	2.09
005 -314490	QST/TAXE QC REMBOURSABLE	11/09/2015	QST- FUEL CC#: 60800005592	4.16
	GST= 13.41 SUB-TOT=	321.82		

MAIL TO / POSTER A:
DEPT OF JUSTICE
ATTN: FRANCE GAUTIER
284 WELLINGTON ST, ROOM 3064
OTTAWA ON K1A 0H8

REMIT TO / REMETTRE A:
ARI FINANCIAL SERVICES T46163
P O BOX 46163
POSTAL STATION A
TORONTO ON M5W4K9

PBN:136025582PG0002

PLEASE RETURN 1 COPY OF THIS PAGE WITH YOUR PAYMENT * DATE REPRESENTS PURCHASE DATE REPRESENTANT DATE D'ACHAT

ORIGINAL

ARI FINANCIAL SERVICES INC.
SERVICES FINANCIERS ARI INC.
1270 CENTRAL PARKWAY WEST
SUITE 600
MISSISSAUGA, ONTARIO L5C4P4
TOLL FREE / SANS FRAIS (800) 361-5882
FAX / TELECOPIEUR: (905) 803-8644
TEL: (905) 803-8000
Automotive Resources International

MISC. INVOICE / FACTURE D'ENTRETIEN

GST REG / TPS NO: #136025582RT
QST REG / TVQ NO: #1015619615

CLIENT CODE / NO DE CLIENT:	4G21-17	INVOICE NO / NO DE FACTURE:	MDNPXX
DUE DATE / DATE D'ECHEANCE:	12/31/15	INVOICE DATE / DATE DE LA FACTURE:	11/25/15

SUMMARY PAGE TOTAL FOR SUB DIVISION 005

TAXES	47.96		
GST CHARGEBACKS/TPS	13.41	HST -CANADIAN TAX ACCT/	7.74
QST-MAINT/ENTRETIEN	26.81		
PROGRAM FEES	6.40		
TMS&FUEL - SGT ESSENCE SPEC/	6.40		
FUEL	285.32		
GASOLINE/ESSENCE	285.32		
REPAIR & MAINTENANCE	36.50		
MISC SERVICE/SERVICE DIVERS	36.50		

SUMMARY TOTAL: 376.18

MAIL TO / POSTER A:
DEPT OF JUSTICE
ATTN: FRANCE GAUTIER
284 WELLINGTON ST, ROOM 3064
OTTAWA ON K1A 0H8

REMIT TO / REMETTRE A:
ARI FINANCIAL SERVICES T46163
P O BOX 46163
POSTAL STATION A
TORONTO ON M5W4K9

PBN:136025582PG0002

* DATE REPRESENTS PURCHASE DATE REPRÉSENTANT DATE D'ACHAT 993 UNKNOWN 9A

s.18(a)

125716

(1)

MacEwen Fallowfield
4564 Fallowfield Rd
Ottawa,Ontario
K2J 4S2

DATE: 2015-10-05 TIME: 19:00
STORE #: 21044 TRANS #: 139990
Paypoint: 01K
hst: R882731961

FUEL	(L)	($/L)	($)
Pump 3			
Regular	24.054	0.956	23.00

TOTAL $ 23.00

CREDIT CARD $ 23.00

* hst INCLUDED IN FUEL $ 2.65

Purchase
ARI [redacted] S
INVOICE NO: 009318
TERMID: ZB048KT1
MERCHANT #: 40099445704
APPROVED 190003
REF: 536001001026
ACI/ISO 001/00

X

Plate #
****

(2)

SHELL
** **
620 MALONEY OUEST
GATINEAU, QC
J8T 8K7 TEL: 819-243-3353

Taxe	Description	Qté	Montant
FP	Bronze N°2		
	62.432 L @ 0,989$/ L		61,75$
FP	LAV EXPRESS AVEC ESS	1	7,99$

Total partiel 69,74$
Montant TPS Taxable 7,99$
TPS Taxe 0,40$
Montant TVP Taxable 7,99$
TVP Taxe 0,80$

Total 70,94$
ARI CANADA: 70,94$
Monnaie 0,00$

00 APPROUVEE - MERCI 001

ARI CANADA [redacted]
TERMINAL N° 89205602
ACHAT S
FACT N° 2056022244

COMPT KTL N° 355

CARBURANT INCLUS TPS 2,69$
CARBURANT INCLUS TVP 5,36$

(3)

887

MacEwen Fallowfield
4564 Fallowfield Rd
Ottawa,Ontario
K2J 4S2

DATE: 2015-10-21 TIME: 06:32
STORE #: 21044 TRANS #: 106138
Paypoint: 02K
hst: R882731961

FUEL	(L)	($/L)	($)
Pump 1			
Regular	38.699	0.956	37.00

TOTAL $ 37.00

CREDIT CARD $ 37.00

* hst INCLUDED IN FUEL $ 4.26

Purchase
ARI [redacted] S
INVOICE NO: 003861
TERMID: ZB048KT2
MERCHANT #: 40099445704
APPROVED 063252
REF: 447001001004
ACI/ISO 001/00

X

Plate #
****

s.18(a)

SHELL
** **
620 MALONEY OUEST
GATINEAU, QC
J8T 8K7 TEL: 819-243-3353

(4)

Taxe	Description	Qté	Montant
FP	Bronze N°2 36.925 L @ 0,979$/ L		36,15$
FP	LAV EXPRESS VFP ESS	1	7,99$

Total partiel 44,14$
Montant TPS Taxable 7,99$
TPS Taxe 0,40$
Montant TVP Taxable 7,99$
TVP Taxe 0,80$

Total 45,34$

ARI CANADA: 45,34$
Monnaie 0,00$

00 APPROUVÉE - MERCI 001

ARI CANADA
TERMINAL N° 89205602
ACHAT S
FACT N° 2056023892

COMPT KIL N° 1139

X__________ 374392

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CARBURANT INCLUS TPS 1,57$
CARBURANT INCLUS TVP 3,14$

TPS - Carburant - N° 825827686 RT
TVP - Carburant - N° 4018058125 TQ
TPS - March - QC N° 140717059
TVP - March - QC* N° 1017917931

MERCI
Questions? 1-800-661-1600

Poste	Tran	Magasin	Opér	2015/10/23
2	748701C20560		CAI	06:06:05

SHELL
** **
620 MALONEY OUEST
GATINEAU, QC
J8T 8K7 TEL: 819-243-3353

(5)

Taxe	Description	Qté	Montant
FP	Bronze N°4 57.037 L @ 0,969$/ L		55,27$

Total partiel 55,27$
Montant TPS Taxable 0,00$
TPS Taxe 0,00$
Montant TVP Taxable 0,00$
TVP Taxe 0,00$

Total 55,27$

ARI CANADA: 55,27$
Monnaie 0,00$

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ARI CANADA
TERMINAL N° 89205602
ACHAT S
FACT N° 2056025787

COMPT KIL N° 1620

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CARBURANT INCLUS TPS 2,40$
CARBURANT INCLUS TVP 4,80$

TPS - Carburant - N° 825827686 RT
TVP - Carburant - N° 4018058125 TQ

VOTRE OPINION COMPTE
Parlez-nous de votre récente visite à une station Shell à www.shell.ca/opinion pour courir la chance de gagner une carte-cadeau Shell de 100$
*Un reçu est requis

MERCI
Questions? 1-800-661-1600

Poste	Tran	Magasin	Opér	2015/10/28
2	759093C20560		CAI	05:52:44

s.18(a)

(6)

SHELL
** **
620 MALONEY OUEST
GATINEAU, QC
J8T 8K7 TEL: 819-243-3353

Taxe	Description	Qté	Montant
FP	LAV EXPRESS AVEC ESS	1	7,99$

Total partiel	7,99$
Montant TPS Taxable	7,99$
TPS Taxe	0,40$
Montant TVP Taxable	7,99$
TVP Taxe	0,80$
Total	**9,19$**
ARI CANADA:	9,19$
Monnaie	0,00$

00 APPROUVÉE - MERCI 001

ARI CANADA
TERMINAL N° 89205602
ACHAT S
FACT N° 2056025788

COMPT KIL N° 1620

X_______________ 370398

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TPS - March - QC N° 140717059
TVP - March - QC* N° 1017917931
une carte-cadeau Shell de 100$
*Un reçu est requis

MERCI
Questions? 1-800-661-1600

Poste	Tran	Magasin	Opér	
2	759099C20560		CAI	2015/10/28 05:53:19

(7)

SHELL
** **
620 MALONEY OUEST
GATINEAU, QC
J8T 8K7 TEL: 819-243-3353

Taxe	Description	Qté	Montant
FP	Bronze N°2		
	60.370 L @ 0,964$/ L		58,20$
FP	LAV EXPRESS AVEC ESS	1	7,99$

Total partiel	66,19$
Montant TPS Taxable	7,99$
TPS Taxe	0,40$
Montant TVP Taxable	7,99$
TVP Taxe	0,80$
Total	**67,39$**
ARI CANADA:	67,39$
Monnaie	0,00$

00 APPROUVÉE - MERCI 001

ARI CANADA
TERMINAL N° 89205602
ACHAT S
FACT N° 2056027852

COMPT KIL N° ~~1600~~ 2077

X_______________ 374392

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CARBURANT INCLUS TPS 2,53$
CARBURANT INCLUS TVP 5,05$

TPS - Carburant - N° 825827686 RT
TVP - Carburant - N° 4018058125 TQ
TPS - March - QC N° 140717059
TVP - March - QC* N° 1017917931

MERCI
Questions? 1-800-661-1600

Poste	Tran	Magasin	Opér	
2	770426C20560		CAI	2015/11/02 06:04:39

s.18(a)

(8)

SHELL
** **
620 MALONEY OUEST
GATINEAU, QC
J8T 8K7 TEL: 819-243-3353

Taxe	Description	Qté	Montant
FP	Bronze N°2		
	32.452 L @ 1,049$/ L		34,04$
FP	LAV EXPRESS AVEC ESS	1	7,99$

Total partiel	42,03$
Montant TPS Taxable	7,99$
TPS Taxe	0,40$
Montant TVP Taxable	7,99$
TVP Taxe	0,80$
Total	**43,23$**
ARI CANADA:	43,23$
Monnaie	0,00$

00 APPROUVÉE - MERCI 001

ARI CANADA

TERMINAL N° 89205602
S

ACHAT
FACT N° 2056028661

COMPT KIL N° 2355

X________________ 373391

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CARBURANT INCLUS TPS	1,48$
CARBURANT INCLUS TVP	2,95$

TPS	- Carburant - N°	825827686 RT
TVP	- Carburant - N°	4018058125 TQ
TPS	- March - QC N°	140717059
TVP	- March - QC* N°	1017917931

MERCI
Questions? 1-800-661-1600

Poste	Tran Magasin	Opér	
2	774542C20560	CAI	2015/11/04 06:01:37

(9)

PETRO-CANADA
47 RUE GREBER
GATINEAU
Quebec J8T 3P7

TPS: 143948966 1 (819) 561-0737
TVP: 1087313472
2015-11-09 PC0835470:1318401 07:12
TERMINAL: 061318401 OPÉR: A
PAYPOINT: 061318401

CARBURANT	(L)	($/L)	($)
Distr. 10			
Ordinaire	48.352	1.034	50.00*
Total dû			50.00

TOTAL PAYÉ CARTE DE CRÉDIT $ 50.00

*TAXES INCL. #TAXES EXCL.

TOTAL TPS $ 2.17
TOTAL TVP $ 4.34

ARI CANADA S
FACTURE 809979 AUTOR. 588036
Achat

00 APPROUVÉE - MERCI

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COPIE DU CLIENT

Sondage Points bonis et essence à GAGNER 1-866-826-7779 ou petro-canada.ca/hero

23938 ③

s.18(a)

SHELL

** **

135 MONTCALM
GATINEAU, QC
J8X 2M1 TEL: 819-776-5700

Taxe	Description	Qté	Montant
FP	Bronze N°6		
	58.025 L @ 0,939$/ L		54,49$
FP	LAV EXPRESS AVEC ESS	1	7,99$

7.30

Total partiel		62,48$
Montant TPS	Taxable	7,99$
TPS	Taxe	0,40$
Montant TVP	Taxable	7,99$
TVP	Taxe	0,80$

Total 63,68$

ARI CANADA: 63,68$
Monnaie 0,00$

00 APPROUVÉE - MERCI 001

ARI CANADA

TERMINAL N° 89037281
S

ACHAT
FACT N° 0372817407

COMPT KIL N° 22222

X_______________________ 926825

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CARBURANT INCLUS TPS	2,37$
CARBURANT INCLUS TVP	4,73$

TPS - Carburant - N° 825827686 RT0001
TVP - Carburant - N° 4018058125 TQ0001
TPS - March - QC N° 140717059RT001
TVP - March - QC* N° 1017917931TQ0002

Code lavage

MERCI

Questions? 1-800-661-1600

Poste	Tran	Magasin	Opér	2016/07/22
1	915435C03728		CAI	11:10:16

26

Expense Report Statement

Expense Report Name: Ottawa_Dec 14-16-2015

Traveller Name: *JODY RT HON WILSONRAYBOULD*

TIN: *A414708*

Prepared By: *Jody Wilson Raybould*

Policy Module: *M3D - Domestic - Overnight Stay*

Trip Purpose: *Core Mandate - Meetings*

Other Trip Purpose:

Travel Request Name: *1Y8E1A9*

Travel Start Date: *16/12/2015*

Travel End Date: *16/12/2015*

ER Approval Status: *Approval Required*

Primary Location:

Secondary Location:

Offline TAN: *ANH158200*

Fiscal Year: *2015-2016*

Travel Outside Default Division: *N*

Vendor Code: *42152054*

Event:

Comments:

Business class - Meals provided on flights

Expense Report Summary

Expense Summary

Total allocated expenses :	**1,665.75**
(Minus) Total non-reimbursable expenses :	1,048.59
Total reimbursable expenses :	**617.16**
Total due traveller :	**617.16**

Non-Reimbursable Expenses

Expense Type	Date		Foreign Amount	Tax Amount	Amount
Commercial Air (estimate direct from OBT)	08/12/2015	1524 - 11050 - 0130 - 4010 - 15 - - 3003 -			273.40
					273.40

Air Can
0141612188360

Hrg Anh158200 4.01

Air Can
0141612265129

changing flights

Expense Type	Date		Foreign Amount	Tax Amount	Amount
Commercial Air (estimate direct from OBT)	09/12/2015	1524 - 11050 - 0130 - 4010 - 15 - - 3003 -			66.15
					66.15
Air Can 0141612188360					
Hrg Anh158200 4.01					
Air Can 0141612265129					
changing fees					
Commercial Air (estimate direct from OBT)	17/12/2015	1524 - 11050 - 0130 - 4010 - 15 - - 3003 -			71.19
					71.19
Air Can 0141612188360					
Hrg Anh158200 4.01					
Air Can 0141612265129					
changing fees					
Commercial Air (estimate direct from OBT)	16/12/2015	1524 - 11050 - 0130 - 4010 - 15 - - 3003 -			637.85
					637.85
Air Can 0141612188360					
Hrg Anh158200 4.01					
Air Can 0141612265129					
changing flights					
			Total non-reimbursable expenses (CAD)		1,048.59

Reimbursable Expenses

Expense Type	Date		Foreign Amount	Tax Amount	Amount
11) Taxi	14/12/2015	1524 - 11050 - 0130 - 4010 - 15 - - 3003 - 8500 - 0130 - 0000 - 10006 - 82 - - -		CA*G ... 1.27	31.73
					33.00
travel from home to airport					

Expense Type	Date		Foreign Amount	Tax Amount		Amount
16) Commercial Accommodation	16/12/2015	1524 - 11050 - 0130 - 4010 - 15 - - 3003 - 8500 - 0130 - 0000 - 10006 - 82 - - -		ON*HST	39.16	326.30 365.46
Sheraton Hotels Corporation						
2) Allowance: Meals, Incidentals & Private Accommodation	16/12/2015	1524 - 11050 - 0130 - 4010 - 15 - - 3003 - 8500 - 0130 - 0000 - 10006 - 82 - - -		ON#HST	14.08	108.32 122.40
	16/12/2015	1524 - 11050 - 0130 - 4010 - 15 - - 3003 - 8500 - 0130 - 0000 - 10006 - 82 - - -		CA#G ...	2.11	42.29 44.40
	16/12/2015	1524 - 11050 - 0130 - 4010 - 15 - - 3003 - 8500 - 0130 - 0000 - 10006 - 82 - - -		ON#HST	3.98	30.62 34.60
	16/12/2015	1524 - 11050 - 0130 - 4010 - 15 - - 3003 - 8500 - 0130 - 0000 - 10006 - 82 - - -		CA#G ...	0.82	16.48 17.30

Total reimbursable expenses (CAD) 617.16

Tax Coding Summary

GST	Total Amount
8500 - 0130 - 0000 - 10006 - 82 - - -	4.20

HST	Total Amount
8500 - 0130 - 0000 - 10006 - 82 - - -	57.22

Financial Coding Summary

Financial Coding	Total Excl. Tax	Total Incl. Tax
1524 - 11050 - 0130 - 4010 - 15 - - 3003 -	1,604.33	1,665.75

Approval History

Date And Time	Approver	Approval Status	Comment

Signatures

I have access to the Treasury Board Travel Policy (internal policy for separate employers) and accept the terms and conditions of travel that are in accordance with current policy.

Traveller Name *JODY RT HON WILSONRAYBOULD* **Submit Date** *02/03/2016*

Signature

Submitted on behalf of the Traveller.

Delegate Name *Joelle Landry* **Submit Date** *02/03/2016*

Signature

Certified pursuant to section 34 of the Financial Administration Act.

Approver Name *J Wilson-Raybould* **Approval Date** ____________________

Signature

Processor Name ____________________ **Processed Date** ____________________

Signature

Travel Expenses

Traveler's Name: JWR
Trip Purpose:
Destination: Ottawa
Departure date: Dec 14
Return date: Dec 16

Departure time (from home/work)
Are meals provided on flight/train: Yes / No

Multiple destination details
Are meals provided on flight/train: Yes / No

Arrival time (end of travel status)
Are meals provided on flight/train: Yes / No

Allocation - Claimed Meals & Incidental

DATE	BREAKFAST	LUNCH	DINNER	INCIDENTALS
14-12-2015			✓	✓
15-12-2015	[illegible]	✓	✓	✓
16-12-2015	[illegible]	✓	✓	✓

Additional comments

Expense report completed.

PLEASE ATTACH RECEIPTS	Provided
Accommodation	
Taxies	
Other	

Completed by: [signature]
Date: / /

STS SVP
Shared Travel Services   Services de voyage partagés

HRG

E-Ticket Itinerary Receipt and Invoice

08 December 2015

THANK YOU FOR BOOKING WITH THE HOGG ROBINSON GROUP (HRG) GOVERNMENT OF CANADA TRAVEL SERVICES. THIS DOCUMENTATION CONFIRMS YOUR TRAVEL ARRANGEMENTS.

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HRG WILL NOT INCREASE THE PRICE AFTER TICKET ISSUANCE.

Itinerary details

Trip locator:	P5M0ZS
Traveller:	JODY RT HON WILSONRAYBOULD

Account references

Traveller Category :	Non Public Servants
Travel Directive Module :	M3D - Domestic - Overnight stay
THCEE Trip Category :	Core Mandate
Trip Purpose :	Core Mandate - Meetings
TAN :	ANH158200
Rationale for not using virtual presence :	Personal attendance required

Itinerary summary

Traffic	Date	From-to/location	Supplier	Times	Class/room	Status
✈	14 Dec 2015	YVR - YYZ	AC1302	11:00-18:28	Business	Booked
✈	14 Dec 2015	YYZ - YOW	AC466	20:10-21:16	Business	Booked
✈	16 Dec 2015	YOW - YYZ	AC467	20:30-21:50	Business	Booked
✈	16 Dec 2015	YYZ - YVR	AC151	22:55-01:12	Business	Booked

Frequent flyer cards:

E-ticket 1

Invoice number:	79776
Traveller name:	WILSONRAYBOULD/J
Ticket number:	0141612188360
Exchanged For:	0148917897304
Route:	Vancouver Intl Airport, Vancouver - Pearson International, Toronto - Ottawa Intl Airport, Ottawa - Pearson International, Toronto - Vancouver Intl Airport, Vancouver
Additional Amount:	273.40 CAD
Issuing agency:	67524192
Date of issue:	08 December 2015
Form of payment:	
Endorsements:	V4HRCCNMCHG1

Air Canada
Flight # AC1302

Booking reference: MBUTUV
Status: Booked

Departing:	Vancouver Intl Airport, Vancouver, Canada (YVR), Terminal M
Date/time:	14 December 2015, 11:00
Arriving:	Pearson International, Toronto, Canada (YYZ), Terminal 1
Date/time:	14 December 2015, 18:28
Duration:	4h28m
Aircraft:	Boeing 767-300/300ER Widebody Jet
Cabin class:	Business (P)
Seat:	05F
Baggage allowance:	2PC

Add to calendar

Air Canada
Flight # AC466

Booking reference: MBUTUV
Status: Booked

Departing:	Pearson International, Toronto, Canada (YYZ), Terminal 1
Date/time:	14 December 2015, 20:10
Arriving:	Ottawa Intl Airport, Ottawa, Canada (YOW)
Date/time:	14 December 2015, 21:16
Duration:	1h6m
Aircraft:	Airbus A320-100/200 Narrowbody Jet
Cabin class:	Business (P)
Seat:	04A
Baggage allowance:	2PC

Add to calendar

Air Canada
Flight # AC467

Booking reference: MBUTUV
Status: Booked

Departing:	Ottawa Intl Airport, Ottawa, Canada (YOW)
Date/time:	16 December 2015, 20:30
Arriving:	Pearson International, Toronto, Canada (YYZ), Terminal 1
Date/time:	16 December 2015, 21:50
Duration:	1h20m
Aircraft:	Airbus A320-100/200 Narrowbody Jet
Cabin class:	Business (P)
Seat:	03A
Baggage allowance:	2PC

Add to calendar

Air Canada
Flight # AC151

Booking reference: MBUTUV
Status: Booked

Departing:	Pearson International, Toronto, Canada (YYZ), Terminal 1
Date/time:	16 December 2015, 22:55
Arriving:	Vancouver Intl Airport, Vancouver, Canada (YVR), Terminal M
Date/time:	17 December 2015, 01:12
Duration:	5h17m
Aircraft:	Airbus A319 Narrowbody Jet
Cabin class:	Business (P)
Seat:	04D
Baggage allowance:	2PC

Add to calendar

Fare details

Fare accepted:	1744.00 CAD
Taxes and fees:	14.25 CA / 51.00 SQ / 4.03 RC / 88.91 XG
Total amount:	1902.19 CAD
Fare routing:	YVR - YYZ YYZ - YOW YOW - YYZ YYZ - YVR

Air Canada
Flight # AC1302

Booking reference: MBUTUV
Status: Booked

Departing:	Vancouver Intl Airport, Vancouver, Canada (YVR), Terminal M
Date/time:	14 December 2015, 11:00
Arriving:	Pearson International, Toronto, Canada (YYZ), Terminal 1
Date/time:	14 December 2015, 18:28
Duration:	4h28m
Aircraft:	Boeing 767-300/300ER Widebody Jet
Cabin class:	Business (P)
Seat:	05F
Baggage allowance:	2PC

Add to calendar

Air Canada
Flight # AC466

Booking reference: MBUTUV
Status: Booked

Departing:	Pearson International, Toronto, Canada (YYZ), Terminal 1
Date/time:	14 December 2015, 20:10
Arriving:	Ottawa Intl Airport, Ottawa, Canada (YOW)
Date/time:	14 December 2015, 21:16
Duration:	1h6m
Aircraft:	Airbus A320-100/200 Narrowbody Jet
Cabin class:	Business (P)
Seat:	04A
Baggage allowance:	2PC

Add to calendar

Air Canada
Flight # AC467

Booking reference: MBUTUV
Status: Booked

Departing:	Ottawa Intl Airport, Ottawa, Canada (YOW)
Date/time:	16 December 2015, 20:30
Arriving:	Pearson International, Toronto, Canada (YYZ), Terminal 1
Date/time:	16 December 2015, 21:50
Duration:	1h20m
Aircraft:	Airbus A320-100/200 Narrowbody Jet
Cabin class:	Business (P)
Seat:	03A
Baggage allowance:	2PC

Add to calendar

Air Canada
Flight # AC151

Booking reference: MBUTUV
Status: Booked

Departing:	Pearson International, Toronto, Canada (YYZ), Terminal 1
Date/time:	16 December 2015, 22:55
Arriving:	Vancouver Intl Airport, Vancouver, Canada (YVR), Terminal M
Date/time:	17 December 2015, 01:12
Duration:	5h17m
Aircraft:	Airbus A319 Narrowbody Jet
Cabin class:	Business (P)
Seat:	04D
Baggage allowance:	2PC

Add to calendar

Fare details

Fare accepted:	1744.00 CAD
Taxes and fees:	14.25 CA / 51.00 SQ / 4.03 RC / 88.91 XG
Total amount:	1902.19 CAD
Fare routing:	YVR - YYZ YYZ - YOW YOW - YYZ YYZ - YVR

Service Fees

Fee 1 Base:	63.00 CAD
Fee 1 Taxes:	3.15 CAD GST
Fee 1 Total:	66.15 CAD

GENERAL INFORMATION
THIS TICKET IS NON-REFUNDABLE. CHANGES ARE PERMITTED FOR A RE-ISSUE FEE PLUS FARE DIFFERENCE. CHANGES MUST BE MADE PRIOR TO ORIGINAL TRAVEL DATE AND FLIGHT TIME OR VALUE OF TICKET WILL BE FORFEITED. A FUTURE TRAVEL CREDIT HAS BEEN APPLIED AGAINST THE AIRLINE TICKET IN YOUR RESERVATION.

GST REGISTRATION NO. R136445095 QST REGISTRATION NO. TVQ M1015857826

GST is represented by tax code XG; HST is represented by tax code RC; QST is represented by tax code XQ.

FOR ASSISTANCE OR IN TRANSIT EMERGENCY SERVICE PLEASE CONTACT HRG ANYTIME AT 1-866-857-3578 WITHIN NORTH AMERICA OR FROM OUTSIDE CANADA / USA; CALL COLLECT AT 1-613-822-3873.

FOR CREDIT CARD SUPPORT DUE TO LOST OR STOLEN CARDS PLEASE USE PHONE NUMBER ABOVE; SELECT OPTION 4 IMPORTANT; THE NAME ON THE IDENTIFICATION MUST MATCH THE NAME ON THE RESERVATION; BOARDING PASS.

FOR FLIGHTS WITHIN CANADA ALL PASSENGERS MUST PRESENT ONE PIECE OF VALID GOVERNMENT ISSUED PHOTO IDENTIFICATION THAT INCLUDES NAME / DATE OF BIRTH AND GENDER.

FOR FLIGHTS TO/FROM THE UNITED STATES ALL PASSENGERS ARE REQUIRED TO PRESENT A VALID PASSPORT.

CITIZENS OF COUNTRIES OTHER THAN CANADA AND THE UNITED STATES SHOULD CONTACT THEIR CONSULATE OR EMBASSY FOR BOARDING REQUIREMENTS OR CONSULT HRG GOVERNMENT TRAVEL SERVICE.

PROOF OF ONWARD OR RETURN TRAVEL MAY BE REQUIRED AT CHECK-IN.

PASSPORT AND VISA REQUIREMENTS:

PLEASE ENSURE PASSPORT IS VALID FOR 6 MONTHS BEYOND EXPECTED RETURN DATE.

ALL CHILDREN REGARDLESS OF AGE MUST HAVE THEIR OWN PASSPORT

CITIZENS OF COUNTRIES OTHER THAN CANADA AND THE UNITED STATES SHOULD CONTACT THE CONSULATE OR EMBASSY FOR PASSPORT AND VISA REQUIREMENTS OR CONSULT HRG GOVERNMENT TRAVEL SERVICE.

CHECK-IN:

* PLEASE ALLOW 2HRS FOR DOMESTIC (CANADA); TRANSBORDER (USA) CHECK-IN

* ALLOW 3HRS FOR ALL INTERNATIONAL CHECK-IN

THE AIRLINES RESERVE THE RIGHT TO DENY BOARDING IF MINIMUM CHECK-IN TIMES ARE NOT MET

FLIGHT TIMES ARE SUBJECT TO CHANGE; PLEASE RE-CONFIRM FLIGHT TIMES PRIOR TO DEPARTURE.

IF YOU ARE TRAVELLING TO AN INTERNATIONAL DESTINATION, PLEASE RECONFIRM YOUR RESERVATIONS 72 HOURS PRIOR TO DEPARTURE DIRECTLY WITH THE AIR CARRIER.

FOR FREE BAGGAGE ALLOWANCE AND/OR APPLICABLE FEES FOR CARRY-ON//CHECKED BAGGAGE RELATED TO YOUR FLIGHT - PLEASE VERIFY THE CARRIERS WEBSITE.

ACCOMMODATIONS:

PLEASE VERIFY THE RATE AT CHECK-IN AS LOCAL MARKET CONDITIONS MAY DICTATE A LOWER RATE.

THE SUPPLIERS PROVIDING SERVICES FOR YOUR RESERVATION MAY HAVE IMPOSED RESTRICTIONS CONCERNING THE ABILITY TO CHANGE OR MODIFY YOUR RESERVATION. THE DETAILS OF THESE RESTRICTIONS WERE PROVIDED EITHER TO YOU OR TO THE PERSON MAKING THE RESERVATION ON YOUR BEHALF. DURING THE ONLINE RESERVATION PROCESS THESE RESTRICTIONS WERE ACCEPTED PRIOR TO SUBMITTING YOUR RESERVATION FOR PURCHASE. SHOULD YOU HAVE ANY QUESTIONS OR CONCERNS, PLEASE CONTACT AN HRG NORTH AMERICA TRAVEL COUNSELLOR.

NO-SHOWS:

NO-SHOWS ARE NOT PERMITTED AND RESULT IN THE FORFEIT OF THE FULL AMOUNT OF THE FARE AT DEPARTURE TIME; PLEASE NOTE THAT NO-SHOWS AT ORIGINAL POINT OF DEPARTURE WILL ALSO RESULT IN CANCELLATION OF THE REMAINDER OF THE FLIGHTS.

CHANGES OR CANCELLATIONS MUST BE MADE PRIOR TO SCHEDULED TRAVEL DATE AND; FLIGHT TIME TO PREVENT NO SHOWS AND AVOID FORFEIT OF VALUE OF TICKET.

PLEASE NOTE THAT FARES MAY BE SUBJECT TO CHANGE AND ARE GUARANTED ONLY ONCE TICKETED.

Travel Industry regulations require the travel agency to advise the customer about the availability of optional trip cancellation insurance and optional out of province health insurance. Individuals may contact the travel insurance provider of their choice to obtain a personal quote. TICO NO. 1355825

HRG North America, 370 King St. W., Suite 700, Toronto ON M5V 1J9, 1-866-857-3578

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s.19(1)

STS SVP
Shared Travel Services
Services de voyage partagés

HRG

E-Ticket Itinerary Receipt and Invoice

16 December 2015

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Itinerary details

Trip locator:	P5M0ZS
Traveller:	JODY RT HON WILSONRAYBOULD

Account references

Traveller Category :	Non Public Servants
Travel Directive Module :	M3D - Domestic - Overnight stay
THCEE Trip Category :	Core Mandate
Trip Purpose :	Core Mandate - Meetings
TAN :	ANH158200
Rationale for not using virtual presence :	Personal attendance required

Itinerary summary

Traffic	Date	From-to/location	Supplier	Times	Class/room	Status
✈	16 Dec 2015	YOW - YUL	AC8986	18:30-19:13	Business	Booked
✈	16 Dec 2015	YUL - YVR	AC129	20:00-22:53	Business	Booked

Frequent flyer cards:

E-ticket 1

Invoice number:	87140
Traveller name:	WILSONRAYBOULD/J
Ticket number:	0141612265129
Exchanged For:	0148917897304
Route:	Ottawa Intl Airport, Ottawa - Montreal Trudeau, Montreal - Vancouver Intl Airport, Vancouver
Additional Amount:	637.85 CAD
Issuing agency:	67524192
Date of issue:	16 December 2015
Form of payment:	

Air Canada
Operated By: Air Canada Express - Jazz
Flight # AC8986

Booking reference: MBUTUV
Status: Booked

Departing:	Ottawa Intl Airport, Ottawa, Canada (YOW)
Date/time:	16 December 2015, 18:30
Arriving:	Montreal Trudeau, Montreal, Canada (YUL)
Date/time:	16 December 2015, 19:13
Duration:	0h43m
Aircraft:	CANADAIR CRJ SERIES 705 Narrowbody Jet
Cabin class:	Business (Z)

Add to calendar

Air Canada
Flight # AC129

Booking reference: MBUTUV
Status: Booked

Departing:	Montreal Trudeau, Montreal, Canada (YUL)
Date/time:	16 December 2015, 20:00
Arriving:	Vancouver Intl Airport, Vancouver, Canada (YVR), Terminal M
Date/time:	16 December 2015, 22:53
Duration:	5h53m
Aircraft:	Airbus A320-100/200 Narrowbody Jet
Cabin class:	Business (Z)

Add to calendar

Fare details

Fare accepted:	2300.00 CAD
Taxes and fees:	14.25 CA / 4.03 RC / 51.00 SQ / 118.26 XG
Total amount:	2487.54 CAD
Fare routing:	YOW - YUL YUL - YVR

Service Fees

Fee 1 Base:	63.00 CAD
Fee 1 Taxes:	8.19 CAD HST
Fee 1 Total:	71.19 CAD

GENERAL INFORMATION
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A FUTURE TRAVEL CREDIT HAS BEEN APPLIED
AGAINST THE AIRLINE TICKET IN YOUR RESERVATION.
TOTAL ADDITIONAL COLLECTION FOR EXCHANGE IS 778.59

GST REGISTRATION NO. R136445095 QST REGISTRATION NO. TVQ M1015857826

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PASSPORT AND VISA REQUIREMENTS:

PLEASE ENSURE PASSPORT IS VALID FOR 6 MONTHS BEYOND EXPECTED RETURN DATE.

Air Canada
Operated By: Air Canada Express - Jazz
Flight # AC8986

Booking reference: MBUTUV
Status: Booked

Departing:	Ottawa Intl Airport, Ottawa, Canada (YOW)
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Date/time:	16 December 2015, 19:13
Duration:	0h43m
Aircraft:	CANADAIR CRJ SERIES 705 Narrowbody Jet
Cabin class:	Business (Z)

Add to calendar

Air Canada
Flight # AC129

Booking reference: MBUTUV
Status: Booked

Departing:	Montreal Trudeau, Montreal, Canada (YUL)
Date/time:	16 December 2015, 20:00
Arriving:	Vancouver Intl Airport, Vancouver, Canada (YVR), Terminal M
Date/time:	16 December 2015, 22:53
Duration:	5h53m
Aircraft:	Airbus A320-100/200 Narrowbody Jet
Cabin class:	Business (Z)

Add to calendar

Fare details

Fare accepted:	2300.00 CAD
Taxes and fees:	14.25 CA / 4.03 RC / 51.00 SQ / 118.26 XG
Total amount:	2487.54 CAD
Fare routing:	YOW - YUL YUL - YVR

Service Fees

Fee 1 Base:	63.00 CAD
Fee 1 Taxes:	8.19 CAD HST
Fee 1 Total:	71.19 CAD

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Sheraton Ottawa Hotel
150 Albert Street
Ottawa, ON K1P 5G2
Canada
Tel: 613-238-1500 Fax: 613-235 2723

Sheraton
HOTELS & RESORTS

s.19(1)

Jody Wilson

Page Number	:	1	
Guest Number	:	795628	
Folio ID	:	A	
No. Of Guest	:	2	
Room Number	:	1614	
Club Account	:		
Arrive Date	:	14-DEC-15	22:37
Depart Date	:	16-DEC-15	10:11

Tax ID : 122417470
Sheraton Ottawa 01-MAR-16 10:18

Date	Reference	Description	Charges (CAD)	Credits (CAD)
14-DEC-15	RT1614	Room	157.00	
14-DEC-15	RT1614	Room HST 13%	20.41	
14-DEC-15	RT1614	DMF 3%	4.71	
14-DEC-15	RT1614	DMF HST 13%	0.61	
15-DEC-15	RT1614	Room	157.00	
15-DEC-15	RT1614	Room HST 13%	20.41	
15-DEC-15	RT1614	DMF 3%	4.71	
15-DEC-15	RT1614	DMF HST 13%	0.61	
16-DEC-15	AX	American Express		-365.46
		** Total	365.46	-365.46
		*** Balance	0.00	

Summary of HST for your stay:	Amount (CAD)
HST for Room Revenue:	40.82
HST for Food and Beverage:	0.00
HST for Telephone:	0.00
HST for Other:	1.22
HST for entire stay:	42.04

Tell us about your stay. www.sheraton.com/reviews

s.19(1)

YELLOW CAB
VANCOUVER, B.C., CANADA

604 681-1111

DATE 14/12/15

RECEIVED FROM ______________________

$ 33/—

FROM [redacted] TO YVR

CAB NO. [redacted] DRIVER [redacted]

AIRPORT SERVICE • 24 Hour Courier • *Serving you since 1921*

AT A PAYPHONE? CALL: 1-800-898-TAXI(8294) NO COINS NEEDED

GST INCLUDED

TTY LINE (hearing impaired) 604 258-4747 GST # R105762496

Travel Request

Travel Request Name: 1Y8E1A9

Traveller Name:	*JODY RT HON WILSONRAYBOULD*	**Offline TAN:**	*ANH158200*
TIN:	*A414708*	**Fiscal Year:**	*2015-2016*
Prepared By:	*Jody Wilson-Raybould*	**Travel Outside Default Division:**	*N*
Policy Module:	*M3D - Domestic - Overnight Stay*	**Blanket Travel Authority Applied:**	*No*
Trip Purpose:	*Core Mandate - Meetings*	**Vendor Code:**	*42152054*
Other Trip Purpose:		**N/A:**	
Alternative To Travel:	*Personal attendance required*	**N/A:**	
Travel Start Date:	*16/12/2015*	**N/A:**	
Travel End Date:	*16/12/2015*	**N/A:**	
Approval Status:	*Approved*	**N/A:**	
Primary Location:		**Event:**	
Secondary Location:			

Comments:

1Y8E1A9

Travel Request Summary

Expense Summary

Total non-reimbursable expenses:	1,902.19
Total reimbursable expenses:	930.20
	2,832.39

Advance Summary

Travel advance:	0.00

Non-Reimbursable Expenses

Expense Type		**Amount**
Commercial Air (estimate direct from OBT) Air Canada	1524 - 11015 - 0130 - 4010 - 15 - - 3003 -	1,902.19
	Total non-reimbursable expenses	1,902.19

Reimbursable Expenses

Expense Type		**Amount**
11) Taxi	1524 - 11015 - 0130 - 4010 - 15 - - 3003 -	150.00

Expense Type		Amount
16) Commercial Accommodation	1524 - 11015 - 0130 - 4010 - 15 - - 3003 -	400.00
Other		
2) Allowance: Meals, Incidentals & Private Accommodation	1524 - 11015 - 0130 - 4010 - 15 - - 3003 -	380.20
	Total reimbursable expenses	930.20

Financial Coding Summary

Financial Coding	Total Excl. Tax	Total Incl. Tax
1524 - 11015 - 0130 - 4010 - 15 - - 3003 -	2,832.39	2,832.39

Approval History

Date And Time	Approver	Approval Status	Comment
14/12/2015 11:16:54	Offline Booking Process	Approved	

Warning: POLICY BREACH

- Economy Class:

- Economy Class:

Itinerary Details

PNR:	*P5M0ZS*	**Traveller Type:**	*Minister*
Trip Status:	*Booked*	**Primary Trip Purpose:**	*Core Mandate - Meetings*

Flight **(CAD)** **2,487.54**

AC Air Canada Ottawa Intl Arpt, Ottawa, Canada — Montrea.. **Booking Ref: MBUTUV**

Flight	Departure	Arrival	Class
8986	Ottawa Intl Arpt, Ottawa, Canada 16/12/2015 18:30	Montreal Trudeau, Montreal, Canada 16/12/2015 19:13	Economy

Mileage: 0 | **Total CO_2 Emissions:** 0

AC Air Canada Ottawa Intl Arpt, Ottawa, Canada — Montrea.. **Booking Ref: MBUTUV**

Payment Method: DTEC Cost 2,487.54

AC Air Canada Montreal Trudeau, Montreal, Canada — Van.. **Booking Ref: MBUTUV**

Flight	Departure	Arrival	Class
129	**Montreal Trudeau, Montreal, Canada** 16/12/2015 20:00	**Vancouver Intl Arpt, Vancouver, Canada** 16/12/2015 22:53	Economy

Mileage: 0 | **Total CO_2 Emissions:** 0

Payment Method: DTEC Cost 0.00

Total Itinerary Cost (CAD) 2,487.54

Signatures

I have access to the Treasury Board Travel Policy (internal policy for separate employers) and accept the terms and conditions of travel that are in accordance with current policy.

Traveller Name *JODY RT HON WILSONRAYBOULD* **Submit Date** *14/12/2015*

Signature

Submitted on behalf of the Traveller.

Delegate Name *JOHANNE ROUSSEAU* **Submit Date** *14/12/2015*

Signature

Certified pursuant to section 32 of the Financial Administration Act.

Approver Name Blanket Minister **Approval Date** ____________

Signature

1619021512

Department of Justice Canada | Ministère de la Justice Canada

HOSPITALITY CLAIM | **DEMANDE DE REMBOURSEMENT DE DÉPENSES D'ACCUEIL**

Function - L'évènement	Date of Function - Date de l'évènement (Y-A M D-J)	Place(s) of Function - Lieu(x) de l'évènement
December 15 DM Breakfast and Associate DM's	2015 12 15	Atrium 284 Wellington Street Ottawa ON

Date	Type	Participants: Gov't of Canada / Gouv. du Canada	Participants: Others / Autres	Actual Cost - Coût réel: Total Attendees / Total des prticipants	Actual Cost - Coût réel: Per Capita Cost / Coût individuel	A Total Cost / Coût total
2015/12/15	Breakfast	500		500	$1.16 ✓	$579.08
				Totals / Totaux	$1.16	$579.08

Date	Type (Other than food & beverage) / Type (Autres que nourriture et boissons)	Number of Items / Nombre d'articles	Cost per Item / Coût par article	B Total Cost / Coût total	A+B Total Hospitality Cost / Coût total de l'accueil
	equipment rental			243.63	~~$579.08~~ 822.11

Remarks - Remarques

Reimbursement Karen N. Bron she paid for the meal

Payee Name - Nom du bénéficiaire						Vendor Code - Code fournisseur	
Karen N. Bron						21203172	
Commitment No. / N° d'engagement	Cost Center / Centre de coût	Fund - Fonds	Functional Area / Domaine fonctionnel	Order - Ordre	GL - Compte général (2015 / 2401)	Amount including Tax / Montant incluant taxe	GST / HST / TPS / TVH
300250588-1	12000	15	4010		2401	579.08	
Payee Name - Nom du bénéficiaire						Vendor Code - Code fournisseur	
Commitment No. / N° d'engagement	Cost Center / Centre de coût	Fund - Fonds	Functional Area / Domaine fonctionnel	Order - Ordre	GL - Compte général (2015 / 2401)	Amount including Tax / Montant incluant taxe	GST / HST / TPS / TVH

Prepared by (*Type or print*) - Préparé par (*Dactylographier ou en caractères d'imprimerie*)	Tel. No. - N° de tél.	Date
Sylvie Crispin	(613) 482-9811	2016/02/11

Certified pursuant to Section 34 of the *Financial Administration Act*. Certifié en vertu de l'article 34 de la *Loi sur la gestion des finances publiques*.

Title - Titre

Marie-Josée Thivierge - Assistant Deputy Minister - CFO

[signature] Signature — 25-02-2016 Date

JUS 145-2 (2011/11)

CCM # 2016-003839

Department of Justice Canada
Ministère de la Justice Canada

CCM #: 2016-003839

APPROVAL SLIP

HOSPITALITY CLAIM

Received
FEB 25 2016
ADMO Management Sector

For approval by:	Marie-Josée Thivierge, ADM-CFO
Event:	Pancake Breakfast
Sector:	Deputy Minister's Office
Host:	William Pentney
Hospitality Amount:	579.08 $
Event Amount:	822.11 $
Vendor(s) / Claimant(s):	Karen Bron
Date(s) of the Event:	December 15, 2015

RECOMMENDATION FOR: Marie-Josée Thivierge, ADM-CFO

Your approval under Section 34 of the *Financial Administration Act* is required for this employee reimbursement.

William Pentney, attended

CONSIDERATIONS:

1. The actual per capita cost for the breakfast is below the TBS standard cost per person.
2. Marie-Josée Thivierge, ADM-CFO, approved the expenditure initiation and Section 32 of the *FAA* on the THCEE.

RECOMMENDED BY:	SIGNATURE	DATE
Carla Garcia *Chief, Accounting Operations and Client Services*	[signature]	Feb 22 '16
Karoline Poiré *Manager, Accounting Operations and Client Services*	[signature]	Feb 23 2016
Éric Trépanier *Director General, Deputy Chief Financial Officer*	[signature]	Feb 24, 2016

Department of Justice Canada | Ministère de la Justice Canada

MEMORANDUM / NOTE DE SERVICE

Security classification – Cote de sécurité
File number – Numéro de dossier
Date: February 10, 2016
Telephone / FAX – Téléphone / Télécopieur: 613-946-7052 / 613-954-3600

RECEIVED
FEB 11 2016

TO / DEST: Sylvie Crispin, Project Officer
DM Group Business Centre

FROM / ORIG: Karen N. Bron, Director
Executive Services Division, CSB

SUBJECT / OBJET: **December 15 DM and Associate DMs' Employee Engagement Event**

Comments/Remarques

Please find attached the original receipts for expenses paid for by myself (Karen Bron) related to the Deputies Employee Engagement Event (Holiday Pancake Breakfast) that occurred on December 15, 2015.

As you are aware, as part of the DM and Associate DMs' employee engagement strategy, once a year, an invitation is extended to all employees in the NCR to gather in the Atrium at Headquarters' to interact and exchange ideas with the senior executive members and other colleagues and provides an opportunity for the Executive Team to thank JUS employees for their contributions throughout the past year. Light refreshments are served to employees who attend. In planning for this annual event, estimates of participants is derived from past years' attendance and has been pretty well steady at 500 participants.

In addition to the original receipts, I have also included the estimated budget sheet for the event that also includes actual costs.

Rental Village costs totaling $243.63 for rental equipment was paid directly by DMO Business Centre via credit card and are all the costs in the first section of the Excel spreadsheet.

The remaining original receipts represent the items purchased and appearing in the remaining two sections of the Excel spreadsheet and total $579.08.

Total of expenses I am requesting reimbursement on is: $579.08

Should you have any questions, please do not hesitate to contact me at 613-907-3731.

Karen N. Bron

Attachments

c.c.: Stéphanie Poliquin

JUS 107A (91/10) 7530-21-036-5336

Do not write in this space / Ne pas écrire dans cet espace

s.19(1)

COSTCO WHOLESALE

511 Gloucester

1900 Cyrville Road
Gloucester, ON
K1B-1A5
Seasons Greetings & Happy Holidays

MEMBER [redacted] L4

**** NOTHING ON First Bottom of Basket

---

10 @ 14.99
247988 FRUIT TRAY 149.90 H
21366 CLEMENTINES 3.89
21366 CLEMENTINES 3.89

SUBTOTAL 157.68
**** (H)HST 13% 19.49

TOTAL [redacted]
Cash .00

ROMAINE

149.90 x 1.13 = [redacted].39

✓

s.19(1)

wholesale club

EVERYTHING FOODSERVICE
WWW.WHOLESALECLUB.CA
INVOICE #:00245061O1259533

CASH
CUSTOMER
Account # : 101

Tax Exempt # :
Expiry :
Payment Due : 0 Days

21-GROCERY

Code	Item		Price
05557731062	AUNT JEMIMA SYRP	R	10.39
06073130376	ENG BRKFST TEA	R	2.99
06073130377	HB GREEN TEA	R	3.49
06073130389	H&B PRMNT TEA	R	
	$3.49 ea or 3/$8.97 KB		
	2 @ $3.49 ea		6.98
07231012399	THE CITRON	R	
	$3.99 ea or 6/$21.54 KB		
	1 @ $3.99 ea		3.99
62086887310	SYRUP	R	
	$9.99 ea or 2/$18.98 KB		
	3 @ 2/$18.98		28.47

41-HOME

Code	Item		Price
(10)64463290719	12OZ PPR CUP	HR	
	10 @ $5.47		54.70

x1.13 61.81

SUBTOTAL 111.61

H=HST 13% 54.70 @ 13.000% 7.11

TOTAL 118.72
Number of Items: 19

----------TRANSACTION RECORD-------

GLOBAL PAYMENTS MERCHANT # 5198528
Wholesale Club
1435 CYRVILLE ROAD
OTTAWA ON
STORE 00245 TERM Z0024506C
SLIP # 953300 REG 6
RETAIN THIS COPY FOR YOUR RECORDS
** Purchase ** Chip
CARD # [redacted] EXP XX/XX
MasterCard
REF # AUTH # RESP 001
133001001018 R03272 ISO 00
AID: A0000000041010
TSI E800 TVR 0000001000

DATE TIME AMOUNT
12/10/2015 11:27:53 $ 118.72
APPROVED

No Signature Required

CREDIT TN 118.72

Ontario Cigar Tax =
(Retailer Purchase Price +
Prescribed Markup of 22%) X 56.6%

GST # 12223-5922 RT0001
THANK YOU FOR SHOPPING WHOLESALE CLUB
DENIS BOILEAU
Thank You, Come Again !
1435 CYRVILLE ROAD
OTTAWA, ONTARIO
K1B 3L7
613-747-5462
WHOLESALE DEALER's PERMIT #0067
2015/12/10 11:25
9813 9813 06 9533

TELL US HOW WE DID TODAY!
MONTHLY CHANCES TO WIN $5000
VISIT WWW.STOREOPINION.CA
OR CALL 1-877-234-2322
SEE CUSTOMER SERVICE DESK FOR FULL
CONTEST RULES OR WWW.STOREOPINION.CA
STORE: 00245
CO.

COSTCO WHOLESALE

511 Gloucester

1900 Cyrville Road
Gloucester, ON
K1B-1A5
Seasons Greetings & Happy Holidays

MEMBER [redacted] 8R

Code	Item	Price	
19885	2% 160X10ML	3.79	
19885	2% 160X10ML	3.79	
262622	1 PLY NAPKIN	9.99	H
19830	CREAMERS 160	4.69	

| **Begin Bottom of Basket
| *Bottom of Basket Item Count - 0

Code	Item	Price	
682	PANCAKE MIX	8.99	
682	PANCAKE MIX	8.99	
682	PANCAKE MIX	8.99	
682	PANCAKE MIX	8.99	
4907	OJ 4X1.89L	12.79	
1035922	TPD/OJ	2.00-	
4907	OJ 4X1.89L	12.79	
1035922	TPD/OJ	2.00-	
19885	2% 160X10ML	3.79	
19830	CREAMERS 160	4.69	
233777	OS RED CRAN	4.79	
233777	OS RED CRAN	4.79	
233777	OS RED CRAN	4.79	
233777	OS RED CRAN	4.79	
15071	K.S. COFFEE	12.49	
15071	K.S. COFFEE	12.49	
15071	K.S. COFFEE	12.49	
17996	KS DECAF	12.99	
217190	80 LITRE BAG	4.99	H
237039	CHINET 8 3/4	15.99	H
1036757	TPD/PLATES	4.00-	H
237039	CHINET 8 3/4	15.99	H
1036757	TPD/PLATES	4.00-	H
144597	IECO 70Z	15.49	H
144597	IECO 70Z	15.49	H
237039	CHINET 8 3/4	15.99	H
1036757	TPD/PLATES	4.00-	H

x1.13 = 5.64

SUBTOTAL 229.84
**** (H)HST 13% 10.65

TOTAL [redacted]
Cash .00

Code	Item	Price	
237039	CHINET 8 3/4	15.99	H
1036757	TPD/PLATES	4.00-	H

SUBTOTAL 241.83
**** (H)HST 13% 12.21

TOTAL [redacted]
Cash .00

s.19(1)

REAL CANADIAN Superstore

SUPERSTORE SOUTH ORLEANS
(613) 824-0842
Big on Fresh, Low on Price
Welcome #
Card#:

41-HOME
(2)05870308612 NN 7 WOOD COFFEE HMRJ
2 @ $1.59 3.18

SUBTOTAL 3.18

H=HST 13% 3.18 @ 13.000% 0.41

TOTAL 3.59

CASH	1.00
CASH	1.00
CASH	0.25
CASH	0.25
CASH	0.25
CASH	0.25
CASH	0.05
CASH	0.05
CASH	0.05
CASH	0.05
CASH	0.10
CASH	0.10
CASH	0.05
CASH	0.10
CASH	0.05
ROUNDED 0.01	(3.60)

PC Plus
Closing Balance

88107124485720151208

You could have earned 30
PC points with President's Choice
Financial MasterCard. Apply Today
Visit pcfinancial.ca

****
GST # 12223-5922 RT0001
Thank You Come Again
Thank You, Come Again !
2015/12/08 18:26
U-SCAN 4 9994 24 4857
****
TELL US HOW WE DID TODAY!
MONTHLY CHANCES TO WIN $5000
VISIT WWW.STOREOPINION.CA
OR CALL 1-877-234-2322
SEE CUSTOMER SERVICE DESK FOR FULL
CONTEST RULES OR WWW.STOREOPINION.CA
STORE: 01071
CODE: 120815 182624 4857 01071
****

REAL CANADIAN Superstore

SUPERSTORE SOUTH ORLEANS
(613) 824-0842
Big on Fresh, Low on Price
Welcome #
Card#:

24-BULK FOOD
5295 XMAS CANDY CANE HMRJ
0.675 kg @ $8.40/kg 5.67

SUBTOTAL 5.67

H=HST 13% 5.67 @ 13.000% 0.74

TOTAL 6.41

CASH	2.00
CASH	5.00
ROUNDED 0.01	(6.40)
CHANGE DUE	0.60

PC Plus
Closing Balance

88107125207920151209

You could have earned 60
PC points with President's Choice
Financial MasterCard. Apply Today
Visit pcfinancial.ca

****
GST # 12223-5922 RT0001
Thank You Come Again
Thank You, Come Again !
2015/12/09 19:52
U-SCAN 5 9995 25 2079
****
TELL US HOW WE DID TODAY!
MONTHLY CHANCES TO WIN $5000
VISIT WWW.STOREOPINION.CA
OR CALL 1-877-234-2322
SEE CUSTOMER SERVICE DESK FOR FULL
CONTEST RULES OR WWW.STOREOPINION.CA
STORE: 01071
CODE: 120915 195225 2079 01071
****

WE SELL FOR LESS
3900 INNES ROAD
ORLEANS, ON
K1C 1T1
613-837-9399

ST# 3065 OP# 00007952 TE# 16 TR# 07986

Item	Code	Price	
OSI DIETCRAN	003120044481	$2.97	J
OSI DIETCRAN	003120044481	$2.97	J
OSI DIETCRAN	003120044481	$2.97	J
OSI DIETCRAN	003120044481	$2.97	J
NUTELLA 725G	006202000084	$4.97	D
PEANUT BUTTE	006810008424	$2.97	H
BROTH 900ML	006321118246	$2.00	D
ASTRO YOGURT	006820075015	$3.14	D
GV SC MILK	068113175960	$1.97	D
GV SC MILK	068113175960	$1.97	D
PAM BAKING	006414404091	$4.27	D
PASTA	006420011594	$2.67	D
KFT MOZZ BLK	006810089566	$3.97	D
KFT MOZZ BLK	006810089566	$3.97	D
DEMP WT BRD	006872100222	$2.22	D
ALW PITA WW	006435400017	$2.64	D
	SUBTOTAL	$48.64	
	HST 13%	$1.54	
	TOTAL	$50.18	
	VISA TEND	$50.18	

VISA [redacted] I 1
APPROVAL # 082343
REF # 001001997
TRANS ID - 305346723689118

AID A0000000031010
TC FC554C2EF48405E2
TERMINAL # WMTCJ020421
*Pin Verified

12/12/15 15:06:12

CHANGE DUE $0.00
GST/HST 137466199 RT 0001
QST 1016551356 TQ 0001

ITEMS SOLD 16

TC# 3310 6907 2561 1936 3288

New Thursday flyer start date
Circulaire maintenant en vigueur Jeudi
12/12/15 15:06:12

CUSTOMER COPY

s.19(1)

YOUR RECEIPT
THANK YOU
CALL AGAIN

Milk.

0134
2.50
$2.

$2.50 x 2 = $5.00

Store #100662 (613) 831-3394
E20E HST# R105216170

GROCERY
(3) IRR.GLUT.F.PANCAKE MIX
3 @ $2.29 6.87

SUBTOTAL 6.87

TOTAL
ROUNDED -0.02
ROUNDED TOTAL 6.85

CASH 20.00
CHANGE DUE 13.15
Total number of items sold = 3

RETAIN RECEIPT FOR PRODUCT RETURN
WITHIN 14 DAYS. SEE STORE FOR DETAILS.

CUSTOMER CARE NUMBER 1-866-922-7427
*** foodbasics.ca ***
Warren Mn..., Store Manager
How did we do? Tell us at
FOODBASICSFEEDBACK.COM to win
$1000 IN FREE GROCERIES. Monthly winners
Your code : 66C1804ACBEE36182

MacEwen Fallowfield
4564 Fallowfield Rd
Ottawa, Ontario
K2J 4S2

DATE: 2015-12-15 TIME: 05:54
STORE #: 21044 TRANS #: 214815
Paypoint: 01K
hst: R882731961

Milk.

PRODUCT	QTY	PRICE	AMOUNT
Neilson 1L 2 per/c	1	2.99	2.99
Penny Rounding			0.01
TOTAL		$	3.00
	CASH TENDERED		3.00
	CHANGE DUE		0.00

****

s.19(1)

RENTAL VILLAGE
Carleton Place : 613-257-1889
Perth : 613-264-0078
Smiths Falls : 613-283-3449
Stittsville : 613-831-5563
Monday – Friday: 7:30am - 5:30pm
Saturday – 8:00am - 5:00 pm
www.rentalvillage.ca
Call Your Local Store For After Hours Service.

STITTSVILLE BRANCH
5986 HAZELDEAN ROAD
STITTSVILLE, ONT.
K2S 1B9
613-831-5563

INVOICE: 471962

CUSTOMER #: 543572
BILLING TEL: 613-292-3739
SITE TEL: 613-292-3739
SALESMAN: UNASSIGNED
CONTRACT#: 266741
INVOICE DATE: 12/17/2015

BILL TO:
DEPARTMENT OF JUSTICE
284 WELLINGTON ST
OTTAWA ON K1A 0H8

SHIP TO:
DEPARTMENT OF JUSTICE
284 WELLINGTON ST
OTTAWA ON K1A 0H8

TERMS: CASH CUSTOMER

HST #: R105747950

INVOICE NOTES:
DELIVER EARLY AFTERNOON ON THE 14TH & PICK-UP AFTER 1:00PM ON THE 15TH.
JOANNE BLANCHARD 613-292-3739
C/C ON FILE - PROCESS RENTAL CHARGES ON C/C & TAKE RECIEPT WITH DELIVERY
CUST TOLD DRIVER AT PICKUP THAT ONE COFFEE MAKER DID NOT WORK BUT NO CALL RECEIVED. BOTH UNITS TESTED WHEN BACK AND THEY BOTH WORKED FINE.
REFUNDED FOR ONE UNIT.
CHECK OUR WEBSITE OR ASK OUR HELPFUL COUNTER STAFF ABOUT THE GREAT DEALS WE HAVE FEATURED ON SAWS AND ACCESSORIES

RENTAL#	QTY	DESCRIPTION	STATUS	EXTENDED AMT
CP100	2.00	COFFEE POT-100 CUP	RTD	$42.00
4 HOURS: $21.00 DATE OUT: DEC 14/15 1:00PM BILLED THRU: DEC 17/15 10:46AM RENTAL PERIOD: 2 DAY(S) 09:46 HOUR(S)				
WATPIT	14.00	WATER PITCHER	RTD	$28.00
4 HOURS: $2.00 DATE OUT: DEC 14/15 1:00PM BILLED THRU: DEC 17/15 10:46AM RENTAL PERIOD: 2 DAY(S) 09:46 HOUR(S)				
MIXBOW	3.00	BOWL-STAINLESS MIXING-13 QUART	RTD	$6.00
4 HOURS: $2.00 DATE OUT: DEC 14/15 1:00PM BILLED THRU: DEC 17/15 10:46AM RENTAL PERIOD: 2 DAY(S) 09:46 HOUR(S)				
SERSPO	10.00	SERVING SPOON--SOLID	RTD	$15.00
4 HOURS: $1.50 DATE OUT: DEC 14/15 1:00PM BILLED THRU: DEC 17/15 10:46AM RENTAL PERIOD: 2 DAY(S) 09:46 HOUR(S)				
CP100	1.00-	COFFEE POT-100 CUP	RENTD	$21.00-
4 HOURS: $21.00 DATE OUT: DEC 14/15 1:00PM BILLED THRU: DEC 17/15 10:46AM				

SUBTOTAL RENTALS: $70.00

SERVICES#	QTY	DESCRIPTION	UNIT PRICE	AMOUNT
SPU		PU/DEL-ZONE 5 (SM)	$70.00	$70.00
SPU		PU/DEL-ZONE 5 (SM)	$70.00	$70.00
DW	1.00	DEFAULT WAIVER CODE	$5.60	$5.60

s.18(a)

RENTAL VILLAGE

Carleton Place : 613-257-1669
Perth : 613-264-0078
Smiths Falls : 613-283-3449
Stittsville : 613-831-5563
Monday – Friday 7:30am - 5:30pm
Saturday – 8:00am - 4:00 pm
www.rentalvillage.ca
Call Your Local Store For After Hours Service.

STITTSVILLE BRANCH
5986 HAZELDEAN ROAD
STITTSVILLE, ONT.
K2S 1B9
613-831-5563

INVOICE: 471962

CUSTOMER #: 543572
BILLING TEL: 613-292-3739
SITE TEL: 613-292-3739
SALESMAN: UNASSIGNED
CONTRACT#: 266741
INVOICE DATE: 12/17/2015

SERVICES#	QTY	DESCRIPTION	UNIT PRICE	AMOUNT

SUBTOTAL SERVICES: $145.60

TAXES	TAXABLE	AMOUNT
HST	$215.60	$28.03

SUBTOTAL TAXES: $28.03

PAYMENTS				DATE	AMOUNT
MASTERCAR JOANNE BLANCHARD	0075	AUTH: GDP		12/17/2015	$25.63-

CUSTOMER'S SIGNATURE ____________

GRAND TOTAL: $243.63
DEPOSITS TAKEN $269.26
BALANCE DUE: $0.00

RENTAL VILLAGE- STITTSVIL
5986 HAZELDEAN RD
STITTSVILLE ON K2S1B9
6138315563

Merchant ID: 5776969
Term ID: 003 Ref #: 030

Sale

MASTERCARD Entry Method: Manual

12/17/15 12:04:26
Inv #: 112798 Appr Code: 120529
Approved Batch#: 345001
V-Code: MATCH M

Total: $ 269.26

Customer Copy

DATE PRINTED: 12/17/2015 13:12 DATE CREATED: 12/17/2015 DIV: SV

JAN 12 2016

Relevé de carte d'achat

s.18(a)

DANIELLE VAILLANCOURT — GOVT OF/GOUV DU CANADA

→ Date relevé : 3 janv. 2016 → Nouv. solde : 5 043,40 $ → Échéance : 28 janv. 2016 → Paiem. min. : 5 043,40 $

Détails de vos transactions

TRANSACTIONS POUR LE COMPTE -

N° de l'article	Date trans.	Date inscr.	Description	Montant
1	7 déc.	7 déc.	PAIEMENT RECU - MERCI	6 610,17CR
2	10 déc.	10 déc.	KNOWLEDGE CIRCLE LEARN OTTAWA ON	180,00
3	9 déc.	10 déc.	Enterprise OTTAWA ON	1 068,30
4	9 déc.	10 déc.	G&T Don Mills Don Mills ON	426,58
5	9 déc.	10 déc.	RADISSON OTTAWA-PARLIA OTTAWA ON	238,59
6	9 déc.	10 déc.	RADISSON OTTAWA-PARLIA OTTAWA ON	339,00
7	10 déc.	10 déc.	UOTTAWA CENTRE FORMATI OTTAWA ON	1 457,70
8	11 déc.	11 déc.	CORPORATE EXPRESS BOUCHERVILLE QC	23,23
9	11 déc.	11 déc.	10-000 CITY OF OTTAWA OTTAWA ON	131,08
10	11 déc.	11 déc.	WWW.ISTOCK.COM 866-478-6251 IRL	36,00
11	12 déc.	12 déc.	OTTAWA MARRIOTT OTTAWA ON	317,25
12	14 déc.	15 déc.	RENTAL VILLAGE STITTSV STITTSVILLE ON	269,26
13	17 déc.	17 déc.	LAW SOCIETY OF UPPER TORONTO ON	141,25
14	19 déc.	19 déc.	G&T Don Mills Don Mills ON	58,62
15	19 déc.	19 déc.	G&T Don Mills Don Mills ON	58,62
16	17 déc.	21 déc.	RENTAL VILLAGE STITTSV STITTSVILLE ON	25,63CR
17	22 déc.	22 déc.	PAIEMENT RECU - MERCI	2 730,83CR
18	22 déc.	22 déc.	IMPRIMERIE VINCENT GATINEAU QC	51,38
19	24 déc.	28 déc.	G&T Don Mills Don Mills ON	272,17
20	3 janv.	3 janv.	INTERET AVANCES @ 03.00000% AU 03JAN	0,00
21	3 janv.	3 janv.	INTERET ACHATS @ 03.00000% AU 03JAN	0,00

Voir verso/page suivante

Frais et taux d'intérêt

Article	Achats/Autres	Avances de fonds/Chèques
Taux d'intérêt sur ce relevé ($)	0,00$	0,00$
Intérêt annuel prochaine période (%)	3,00000%	3,00000%
Intérêt quotidien prochaine période (%)	0,00819%	0,00819%

Pour communiquer avec nous — Partout ailleurs Canada et É.U. — Veuillez envoyer vos demandes de renseignements à :

Demandes/cartes perdues ou volées 416-232-6200 1 866 667-4849

MasterCard
C.P. 300, Succursale M
Toronto, ON M6S 4X2

Votre compte d'un coup d'oeil

	Solde précédent, 3 déc.	9 341,00 $
-	Paiement - Merci	9 341,00 $CR
-	Autres crédits	25,63 $CR
+	Achats	5 069,03 $
+	Avances de fonds/Chèques	0,00 $
+	Intérêt	0,00 $
+	Frais	0,00 $
+	Autres débits	0,00 $
→	Nouveau solde-compte, 3 janv.	5 043,40 $
→	Versement minimum dû le 28 janv. 2016	5 043,40 $
→	Montant versé ($)	$
	Limite de crédit	15 000,00 $
	Crédit disponible, 3 janv.	9 956,60 $

Information utile

Transactions inscrites sur ce relevé :

Transport aérien	0,00 $
Hôtel	894,84 $
Location de voiture	1 068,30 $
Restaurants	0,00 $
Achats	1 622,56 $
Avances de fonds/Chèques	0,00 $
Autre	1 457,70 $

JTA013196-0002267-01111-0001-0001-00-

PO BOX 187 STATION F
TORONTO ON M4Y 2L5

MasterCard BMO Groupe financier

Numéro de compte :	
Solde du compte :	5 043,40 $
Paiement minimal :	5 043,40 $
Échéance :	28 janv. 2016
Montant versé ($) :	

01111

DANIELLE VAILLANCOURT
284 WELLINGTON ST EMB-4147B
OTTAWA ON
K1A 0H8

→ INFORMATION IMPORTANTE AU SUJET DU PAIEMENT : Si vous souhaitez envoyer votre paiement par la poste, faites un chèque ou un mandat à l'ordre de la BMO Banque de Montréal et postez-le à l'adresse suivante : Centre de paiement MasterCard, C.P. 6044, succ. Centre-Ville, Montréal (Québec) H3C 3X2.

000504340 000504340

DMs Employee Engagement Event

DEC. 15, 2015 Event Budget and EXPENSES (500)

Site/Equipment	Estimated	Actual
2 Coffee Urns 40 cups (syrup) & 3X100 cups (CSB equipment)	$0.00	$0.00
2 Coffee Urns 100 cups (1 urn was disfunctional)@ $21/unit (RV)	$42.00	$21.00
9 x Pancake Griddles 18"x10" (CSB equipment)	$0.00	$0.00
14 x 60oz Plastic Pitchers for Batter $2/unit (RV)	$28.00	$28.00
9 x Coated Spatulas to Flip (compliments of Joanne Blanchard)	$0.00	$0.00
3 x Large Stainless Mixing Bowls 13 Qrt $2/unit (RV)	$6.00	$6.00
10 x Large Solid Serving Spoons $1.50/unit (RV)	$15.00	$15.00
1 x Warming tray (borrowed - Karen)	$0.00	$0.00
HST on Rentals (RV)	$44.31	$28.03
Damage waiver for rentals (RV)	$14.88	$5.60
Delivery ($70 each way) (RV)	$140.00	$140.00
Total	**$290.19**	**$243.63**

~~5~~ (4)X Krusteaz Pancake Mix 1= 4.53 kg 4"pancakes $8.99/unit	$44.95	$35.96
2 X Gluten free pancake mix	$20.00	$6.87
Milk for the Gluten free pancake mix		$8.00
2 X Tropicana Orange Juice boxes ~~(4X1.89L) @ $12.79~~ (4x1.89L @$10.79 per box)	$21.58	$21.58
4X Ocean Spray Cranberry Juice (4x 1.89L@~~$4.99)~~ (@$4.79)	$19.96	$19.16
~~4~~ (3) x Kirkland Coffee 1.36kg (1.5kg/Urn or 6 1/2cups min.) ~~@ $12.99~~ ($12.49)	$51.96	$37.47
1 x Kirkland Decaf Coffee 1.36kg (1.5kg/Urn or 6 1/2cups min.) $12.99		$12.99
~~4~~ X boxes of clementine oranges (2.5 kg @~~$4.59~~/box) (2 X @$3.89)	$18.36	$7.78
~~12~~ (10) X Fruit Trays to serve 300 (Costco trays $14.99 for 2.27kg)	$179.88	$169.39
3x Milk (160/unit) $3.79	$11.37	$11.37
2x Table cream (10%) (160/unit) $4.69	$9.38	$9.38
Sugar (left over from last year's event)	$0.00	$0.00
~~5X Teas Assorted @ $3.99~~ (5X Teas Assorted2@$3.49 /1@$2.99/1@3.49 /1@$3.99) box of 20s	$19.95	$17.45
12X Composting bags	$4.99	$5.64
4 x Syrup ~~@$10.99~~ (1 Aunt Jemima 4 L @ $10.99/unit & 3 JFS @ $9.49/unit)	$39.46	$39.46
Pam		$4.27
Total	**$441.84**	**$406.77**

Supplies	Estimated	Actual
Tablecloths (no charge)	$0.00	$0.00
*20*x Aprons (from last year)	$0.00	$0.00
2 x Forks 300/unit $19.99 (compostable-On-line) left overs	$0.00	$0.00
1x Napkins (1,100/unit, White Swan)	$9.99	$11.29
~~2x Plates (9") 150/unit $22.94~~ (4X Royal Chinet Compostable @ $11.99)	$47.96	$54.19
~~1x~~ Juice Cups Plastic (7 oz) (Costco Compostable) ~~(300 @ $13.99)~~ (2 @ $15.49 per unit)	$30.98	$35.01
~~1x~~ Hot drink cups compostable (12oz) ~~@ $56.99~~ for 500 (10 x $5.47 for 50 per unit)	$54.70	$61.81
1x Christmas Candy Canes (Box of 24 @5.67)		$6.41
2x Wooden Stir Sticks (200/unit~~@ $1.98~~ @ $1.59)	$3.96	$3.60
Total	**$147.59**	**$172.31**
2X Fuel for chafin dish ($1.99 each) last year's supply	$0.00	$0.00
Grand Total	**$879.62**	**$822.71**
RED = Actual Amount of Items and Amount Spent		

Section 1: Activity Information (Mandatory) / Information sur les activités (obligatoire)

Activity Number / Numéro de l'activité	Core or Non-Core / Essentielles ou non-essentielles	What? / Quoi? – Name or brief description / Nom ou description brève	Why? / Pourquoi? – Purpose (objective) of Activity / But (objectif) de l'activité	Rationale for # of participants / Raison pour le # de participants	Date From / De	Date To / A	Location / Emplacement – Venue, City / Lieu, ville	# of Participants – Public Servant / Fonctionnaire	# of Participants – Non-Public Servant / Non-fonctionnaire
	non-core	Department at Recognition Event	As part of the DM and Associate DM's employee engagement strategy, once a year an invitation is extended to all employees in the NCR.	To gather in the Atrium at Headquarters' employees in the NCR to interact and exchange ideas with the senior executive members and other collegues	15-Dec-15	15-Dec-15	Ottawa		

Additional Travel Details / Détails supplémentaires de voyage

Name of Traveller / Nom du voyageur	Why not virtual presence? / Pourquoi ne pas utiliser la méthode virtuelle?	Travel Category / Catégorie de voyage	Travel Type / Type de voyage	City / Ville – From / De	Mode of Transportation / Mode de Transport – Type / Catégorie	Mode of Transportation – Cost / Coût	Accommodations / Hébergement – Type / Catégorie	Accommodations – Cost / Coût	Meals / Repas – Cost / Coût	Incidentals / other costs / Frais accessoires et autres – Cost / Coût	Rationale for Transportation and Accommodations chosen / Justification pour transport et hébergement choisi	Estimated Expenditures / Estimation des dépenses – Total	Exceeds $25,000 / AAEH – Yes / Oui, No / Non	Estimated # of activities	Maximum Cost for all Activities / Montant maximal pour toutes les activités
												$0.00			
												$0.00			

Section 3: Hospitality / Accueil

# of Participants / Nombre de participants – Public Servant / Fonctionnaire	Non-Public Servant / Non-fonctionnaire	Host / Hôte – Name / Nom	Location / Emplacement – Facility / Installation	Location – Explain / Explication	Exceptional Hospitality Components / Éléments d'accueil exceptionnel	Food, Beverages and Other / Aliments, boissons et autres – Type / Catégorie	Forecasted Expenditures / Dépenses prévues – Cost per individual / Coût par individu	Forecasted Expenditures – Total Cost / Coût total
500		William Pentney & Pierre Legault	Government facility / installation gouvernementale			Breakfast / Petit dejeuner	$3.00	$1,500.00
								$0.00
								$0.00

Section 5: Events - Other Expenditures / Événements - Autres dépenses; Section 6: Other Comments / Autres commentaires

Type of Expenditure / Catégorie de dépense	Forecasted Expenditures / Dépenses prévues – Total Cost / Coût total	Description
Equipment Rental	$395.19	CFO/DPF DM/SM

Section 7: Summary / Sommaire

Total Forecasted Expenditures / Dépenses totales prévues	Funding / Financement – Expenses to be paid by / Dépenses à être payées par	Cost Centre / Centre de coût	Level of Approval Required / Niveau d'approbation requis	Approved or Declined / Approuvé ou refusé (Initials)	Contact / Ressource – Sector / Secteur	Name / Nom	Phone # / # de téléphone
$1,895.19	Justice (JUS)	12000	CFO / DPF		DMO	Danielle Vaillancourt	960-1138
$0.00							
$0.00							

Gran Total / Grand Total: $1,895.19

Section 8: Approvals / Approbations

Expenditure Initiation Authority and Certified pursuant to Section 32 of the *Financial Administration Act* /
Pouvoir d'engagement des dépenses et Certifié en vertu de l'Article 32 de la *Loi sur la gestion des finances publiques*

Approved by / Approuvé par	Initials	Date
[signature] FIRST NAME LAST NAME, TITLE, DIRECTION	[initials]	3/12/2015
[signature] FIRST NAME LAST NAME, TITLE, DIRECTION	[initials]	3/12/2015
[signature] FIRST NAME LAST NAME, TITLE, DIRECTION	[initials]	Dec. 4, 2015
[signature] FIRST NAME LAST NAME, TITLE, DIRECTION — Marie-Josée Thivierge	[initials]	14-12-2015

[signature] A/ Eric Trépanier 11-12-15

6

Department of Justice Canada / Ministère de la Justice Canada

Initiation and Commitment Expenditure Request
Demande d'initiation et d'engagement de dépense

☒ ORIGINAL ☐ CLOSE/FERMER ☐ AMEND/MODIFICATION ☐ RE-OPEN/RE-OUVERTURE

FISCAL YEAR / EXERCICE FINANCIER: 2015-2016

1 BRANCH, SECTION / DIRECTION GÉNÉRALE, SECTION: Deputy Minsiter's Office
VENDOR NO. / N° DE FOURNISSEUR: 118096

2 Name of Card Holder (if applicable) / Nom du titulaire d'une carte d'acquisition (si applicable): Danielle Vaillancourt

3 ACCOUNTING INFORMATION / INFORMATION COMPTABLE

Original Financial Commitment description - Description d'engagement de fonds originale

Trans. Type / Type de Trans.	GL ACCOUNT / COMPTE GL	COST CENTER / CENTRE DE COÛTS	FUND / FONDS	FUNCTIONAL AREA / DOMAINE FONCTIONNEL	ORDER NO. / N° DE COMMANDE	COMMITMENT AMOUNT / MONTANT D'ENGAGEMENT	TAX AMOUNT / MONTANT DE LA TAXE	TOTAL AMOUNT / MONTANT TOTAL	COMMITMENT NO. / N° D' ENGAGEMENT	LINE NO.	DESCRIPTION (text)
ACA	3203	12000	15	4010		$ 313.00	$ 40.69	$ 353.69	300256121	1	Cartes de Noël bureau de la Ministre
								$ 0.00			
								$ 0.00			
								$ 0.00			
								$ 0.00			
								$ 0.00			

Amended Financial Commitment Description - Description de l'Amendement à l'Engagement de Fonds

Trans. Type / Type de Trans.	GL ACCOUNT / COMPTE GL	COST CENTER / CENTRE DE COÛTS	FUND / FONDS	FUNCTIONAL AREA / DOMAINE FONCTIONNEL	ORDER NO. / N° DE COMMANDE	COMMITMENT AMOUNT / MONTANT D'ENGAGEMENT	TAX AMOUNT / MONTANT DE LA TAXE	TOTAL AMOUNT / MONTANT TOTAL	COMMITMENT NO. / N° D' ENGAGEMENT	LINE NO.	DESCRIPTION (text)
								$ 0.00			
								$ 0.00			
								$ 0.00			
								$ 0.00			
								$ 0.00			
								$ 0.00			
								$ 0.00			
								$ 0.00			

5 Prepared by / Préparé par

Name (Print) / Nom (lettre moulée) : Sylvie Crispin
Signature : S Crispin
Date : December 16, 2015

6 Certified pursuant to Section 32(1) of the Financial Administration Act and authorized under the Expenditure Initiation. I authorize the use of the acquisition card for this purchase.

Certified pursuant to Section 32(1) of the Financial Administration Act and authorized under the Expenditure Initiation. I authorize the use of the acquisition card for this purchase.

Name of manager / Nom du gestionnaire: Stéphanie Poliquin
Signature : Stéphanie P
Date : December 16, 2015

JUS 817 (2014/11)

(5)

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Facture

146724	24 December 2015

Ministère de la Justice
Danielle Vaillancourt
284 rue Wellington
Ottawa, Ontario
K1A 0H8

Votre no. de commande : D.Vaillantcourt
Notre no. de commande : PC19728
Client : JUST

Quantité	Description	Montant
400	Cartes de Noel et env.	313.00

	Sous-total :	313.00
102472818 RT0001	TPS-TVH :	40.69
	TVQ :	0.00
	Total :	**353.69**

Ce compte est payable sur réception / This account is payable on receipt
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Page : 1

/200 300256/21-1

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Facture

149151	31 May 2016

Ministère de la Justice
Joelle Landry
284 rue Wellington
Ottawa, Ontario
K1A 0H8

Votre no. de commande : J.Landry

Notre no. de commande : 68422

Client : JUST

Quantité	*Description*	*Montant*
1 000	Cartes complémentaires - L'Hon.. Jody Wilson-Raybould	689.00

mc 1/06/16

Sous-total : 689.00

102472818 RT0001	TPS-TVH :	89.57
	TVQ :	0.00
	Total :	**778.57**

Ce compte est payable sur réception / This account is payable on receipt

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300257966-2 11050

st Joseph | Print

1/1

INVOICE / FACTURE
TERMS: NET 30 DAYS
ECHEANCE: 30 JOURS NET

Shipped to / Destinataire:
25600605 85 DLS
JOELLE LANDRY
JUSTICE CANADA
ADMIN OFFICER DM GR BUS CENTRE
284 WELLINGTON ST EMB 4143C
OTTAWA ON K1A 0H8

Sold To / Acheteur:
25600605 85 DLS
JOELLE LANDRY
JUSTICE CANADA
ADMIN OFFICER DM GR BUS CENTRE
284 WELLINGTON ST EMB 4143C
OTTAWA ON K1A 0H8

RECEIVED JUN 15 2016

Please quote your client number on all further correspondence. / Veuillez indiquer votre numéro de client sur toute correspondance future.

Invoice No. - N° de facture	Client No. - N° de client
988275192	25600605
Purchase Order No. / N° bon de commande	**Date**
20160613JL	2016-06-13

SHIP TODAY
613-941-6942

Catalogue No. and Description / N° de catalogue et description	Quantity / Quantité	Code	Unit Price / Prix unitaire	Disc. / Remise	Amount / Montant
7540-21-904-3097 (PG 100) DEL NOTICE & REC PCO-BCP-180 12 (PG 100) AVIS LIV & REC PCO-BCP-180	2	00	40.42	.0	80.84
** SUBTOTAL / SOUS-TOTAL					80.84
** SHIPPING AND HANDLING FEES ** FRAIS DE MANUTENTION ET D'EXPEDITION					11.50
** H.S.T. / T.V.H. (888 950 995 RT)					12.00
PLATINUM CUSTOMER NUMBER/NO CLIENT DE PL 1160000					

Handwritten: Paid B/O confirmation 095052; 2002599926; 3703 11050

IMPORTANT — See code explanation on reverse / Voir l'explication des codes au verso

PAY THIS AMOUNT / VEUILLEZ PAYER CE MONTANT: **104.34**

Ref. - Réf.

Settlement of Account / Règlement du compte — By telephone / Par téléphone (613) 729-2868 ext.6102 — By email to / Par courriel à ar@sjpg.com — By facsimile/ Par télécopieur (613) 740-3168

Detach and return with payment - Détacher et retourner avec paiement

Make your remittance payable to St.Joseph Print Group Inc. and mail to address below.
Libeller le paiement au nom de Groupe d'imprimerie St-Joseph Inc. et poster à l'adresse ci-dessous.

St. Joseph Print Group Inc.
Groupe d'imprimerie St-Joseph Inc.
Financial Services - Services financiers
1165 rue Kenaston St.
P.O. Box 9809, Station T
Ottawa ON K1G 6S1

Invoice No. / N° de facture	988275192
Client No. / N° de client	25600605
Purchase Order / Bon de commande	20160613JL
Date	2016-06-13
Invoice Amount / Montant de la facture	104.34

Terms of payment: Net 30 days / Les conditions de paiement: Net 30 jours.
A service charge of 2% per month (24% per annum) applies to overdue amounts.
Des frais de service de 2% par mois (24% par année) sont applicables sur les montants en souffrance.

RG DLS

PB570PS1-2

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JAN - 4 2016

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Facture

146626	16 December 2015

Ministère de la Justice
Louise Bisson
284 rue Wellington
Ottawa, Ontario
K1A 0H8

Votre no. de commande : Louise Bisson
Notre no. de commande : 2-8934
Client : JUST

Quantité	*Description*	*Montant*
500	Entêtes de lettre	126.00

ME 4/01/16

Sous-total : 126.00

102472818 RT0001

TPS-TVH : 16.38
TVQ : 0.00
Total : 142.38

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12020

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Facture

146422	30 November 2015

Ministère de la Justice
Louise Bisson
284 rue Wellington
Ottawa, Ontario
K1A 0H8

Votre no. de commande : L.Bisson

Notre no. de commande : 2-8917

Client : JUST

Quantité	*Description*	*Montant*
500	Entêtes de lettre 8.5 x 11	126.00
1	Couper et mettre ne tablettes feuilles	65.00

	Sous-total :	191.00
102472818 RT0001	TPS-TVH :	24.83
	TVQ :	0.00
	Total :	215.83

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Page : 1

30025614-1 12020

Email

Facture

(3)

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147078	25 January 2016

Ministère de la Justice
Louise Bisson
284 rue Wellington
Ottawa, Ontario
K1A 0H8

Votre no. de commande : L.Bisson

Notre no. de commande : 2-8947

Client : JUST

Quantité	*Description*	*Montant*
500	Cartes d<affaire L<Hon.Jody W-Raybould	668.00

Paid.

10 MARS 2016

	Sous-total :	668.00
102472818 RT0001	TPS-TVH :	86.84
	TVQ :	0.00
	Total :	**754.84**

Ce compte est payable sur réception / This account is payable on receipt

2% d'intérêts après 30 jours, 24% par année / 2% interest after 30 days, 24% per year

11050

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Facture

147297	29 January 2016

Ministère de la Justice
Louise Bisson
284 rue Wellington
Ottawa, Ontario
K1A 0H8

Votre no. de commande : Louise Bisson

Notre no. de commande : 68084

Client : JUST

Quantité	*Description*	*Montant*
500	JUS721: cartes-l'Hon.J.W-Raybould	577.00

	Sous-total :	577.00
102472818 RT0001	TPS-TVH :	75.01
	TVQ :	0.00
	Total :	**652.01**

Ce compte est payable sur réception / This account is payable on receipt
2% d'intérêts après 30 jours, 24% par année / 2% interest after 30 days, 24% per year

11050

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Facture

(20)

148648	28 April 2016

Ministère de la Justice
Sylvie Crispin
284 rue Wellington
Ottawa, Ontario
K1A 0H8

Votre no. de commande : J.Landry

Notre no. de commande : 68236

Client : JUST

Quantité	*Description*	*Montant*
10 000	Entêtes de lettre :L'Hon.J.W-Raybould	525.00

	Sous-total :	525.00
102472818 RT0001	TPS-TVH :	68.25
	TVQ :	0.00
	Total :	593.25

Ce compte est payable sur réception / This account is payable on receipt
2% d'intérêts après 30 jours, 24% par année / 2% interest after 30 days, 24% per year

11050

IMPRIMERIE Vincent PRINTING
120, rue Jean-Proulx, Gatineau (Québec) J8Z 1V3
T. 819.777.1407 | F. 819.777.7645
www.imprimerie-vincent.com

Cartes d'affaire / Business Cards

Facture / Invoice

de bordereau / Job # 3- 9083

(17)

RECEIVED

s.19(1)

Facturer à / Invoice to
Department of Justice Canada
284 Wellington Street, EMB 4143C
Ottawa, Ontario K1A 0H8
Attn : Joelle Landry

Expédier à / Ship to APR 2 8 2016
Department of Justice Canada
284 Wellington Street, EMB 4143C
Ottawa, Ontario K1A 0H8
Attn : Joelle Landry

Date de la commande Date of order	Votre No de commande Your order No	Commander Par Ordered by	Téléphone Phone	Télécopieur Fax
12 avril 2016		Joelle Landry	613-941-6042	email

Quantité Quantity	Nom Name	Type	Spécial	Ligne(s) Suppl. Add. Lines	Prix Price
500	Hon. J Wilson-Raybould (cards for Braille)				

PLEASE CALL US WITH YOUR CREDIT CARD NUMBER
S.V.P. Veuillez nous téléphoner avec votre # de carte de crédit

$0,00

Option	Qty		$	
Lignes Supplémentaires / Additional lines	0	X	$2,50	$0,00
Correction d'auteur / Authors Alteration	0	X	$1,50	$0,00
Surchage de Production (48 hres) / Rush 48H	0	X	$70,00	$0,00
Surchage de Production (24 hres) / Rush 24H	0	X	$140,00	$0,00
Autre Frais / Other Charges braille	1	X	$101,00	$101,00

Total Option	$101,00
Sous-total/ Sub total	$101,00
TPS/TVH - GST/HST	$13,13
TOTAL	$114,13

Receveur / Receiver

Date de Livraision / Delivery Date

Reçu la marchandise en bonne état / Received printed matter in good condition

Pour Information / For Information
819-777-7960
TPS/GST # R 102472818

N'oubliez pas d'indiquer le # de bordereau et votre # de commande sur la remise
Do not forget to identify the job # and your order no. On our remittance

11020

Department of Justice Canada | Ministère de la Justice Canada

PAYMENT VOUCHER | BORDEREAU DE PAIEMENT

Scanned Documents / Documents numérisés ☐
Final Payment / Paiement Final ☐
Original document kept in legal file / Document original conservé dans le dossier ☐

Region - Région: NCR
Organization - Organisation: Deputy Minister's Office
Vendor code - Code fournisseur : 21203172
Payee name - Nom du bénéficiaire : Karen N. Bron
Address - Adresse :
Date goods received or services rendered - Date de réception des produits ou services:
Date invoice received / Date de réception de la facture: Feb. 12, 2016

CHEQUE STUB INFORMATION - INFORMATION SUR LE TALON DU CHÈQUE

Invoice number / Numéro de la facture	Details / Détails	Amount / Montant
December 15, DM Breakfast	Reboursement : nourritures pour le déjeuner du 15 décembre 2015	579.08

ACCOUNTING INFORMATION *(FOR ADDITIONAL LINES SEE PAGE 2)* - RENSEIGNEMENTS DE LA COMPTABILITÉ *(POUR DES LIGNES SUPPLÉMENTAIRES - VOIR PAGE 2)*

	GL Account / Compte général	Net Amount / Montant net	HST/GST / TVH/TPS	QST/ TVQ	Cost center / Centre de coût	Fund / Fonds	Functional Area / Domaine Fonctionnel	Order / Ordre	Assignment / Affectation	Description	Commitment PO / Engagement Bon de commande	Line Item / L. d'item
1	2401	537.58	41.50		12000	15	4010				300250588	1
2												
3												

	Net Amount	HST/GST	QST/TVQ
Sub-Total	$ 537.58	$ 41.50	$ 0.00
Sub-Total Tax Amount		$ 41.50	
TOTAL	$ 579.08		

The following boxes must be check by the verifier - Les cases suivantes doivent être cochée par le vérificateur

☐ Services Rendered/Goods Supplied / Services rendus/marchandises livrées
☐ Contract Terms Met / Rencontre les Termes du contrat
☐ Supporting documentation / Documentation à l'appui

Account Verified - Name / Compte Vérifié - Nom | Signature | Date Y - A M D - J

Prepared by - Name / Préparé par - Nom: Sylvie Crispin | Date Y - A 2016 M 03 D - J 08 | G / R :

CERTIFIED PURSUANT TO SECTION 34 OF THE *FINANCIAL ADMINISTRATION ACT* - CERTIFIÉ EN VERTU DE L'ARTICLE 34 DE *LA LOI SUR LES FINANCES PUBLIQUES*

Name - Nom: Marie-Josée Thivierge - CFO | Signature | Date Y - A M D - J

JUS 396-4 (2014/01)

Department of Justice Canada
Ministère de la Justice Canada

CCM #: 2016-003839

APPROVAL SLIP

HOSPITALITY CLAIM

For approval by:	Marie-Josée Thivierge, ADM-CFO
Event:	Pancake Breakfast
Sector:	Deputy Minister's Office
Host:	William Pentney
Hospitality Amount:	579.08 $
Event Amount:	822.11 $
Vendor(s) / Claimant(s):	Karen Bron
Date(s) of the Event:	December 15, 2015

RECOMMENDATION FOR: Marie-Josée Thivierge, ADM-CFO

Your approval under Section 34 of the *Financial Administration Act* is required for this employee reimbursement.

William Pentney, attended

CONSIDERATIONS:

1. The actual per capita cost for the breakfast is below the TBS standard cost per person.
2. Marie-Josée Thivierge, ADM-CFO, approved the expenditure initiation and Section 32 of the *FAA* on the THCEE.

RECOMMENDED BY:	SIGNATURE	DATE
Carla Garcia *Chief, Accounting Operations and Client Services*	[signature]	Feb 22 '16
Karoline Poiré *Manager, Accounting Operations and Client Services*	[signature]	Feb 23 2016
Éric Trépanier *Director General, Deputy Chief Financial Officer*	[signature]	Feb 24, 2016

(24)

Expense Report Statement

Expense Report Name: Ottawa_Dec 20-22-2015

Traveller Name: *JODY RT HON WILSONRAYBOULD*

TIN: *A414708*

Prepared By: *Jody Wilson Raybould*

Policy Module: *M3D - Domestic - Overnight Stay*

Trip Purpose: *Core Mandate - Meetings*

Other Trip Purpose:

Travel Request Name: *4Z0E0A5*

Travel Start Date: *22/12/2015*

Travel End Date: *22/12/2015*

ER Approval Status: *Approval Required*

Primary Location:

Secondary Location:

Comments:

Business Class - Meals provided on flights

Offline TAN: *ANH144369*

Fiscal Year: *2015-2016*

Travel Outside Default Division: *N*

Vendor Code: *42152054*

Event:

Expense Report Summary

Expense Summary

Total allocated expenses :	**2,607.23**
(Minus) Total non-reimbursable expenses :	2,083.20
Total reimbursable expenses :	**524.03**
Total due traveller :	**524.03**

Non-Reimbursable Expenses

Expense Type	Date		Foreign Amount	Tax Amount	Amount
Commercial Air (estimate direct from OBT) Air Can 0141612266863 Hrg Anh144369 4.01 round trip to Ottawa	19/12/2015	1524 - 11050 - 0130 - 4010 - 15 - - 3003 -			2,017.05 2,017.05

Expense Type	Date		Foreign Amount	Tax Amount	Amount
Commercial Air (estimate direct from OBT)	22/12/2015	1524 - 11050 - 0130 - 4010 - 15 - - 3003 -			66.15
					66.15
Air Can 0141612266863					
Hrg Anh144369 4.01					
changes fees					

Total non-reimbursable expenses (CAD) 2,083.20

Reimbursable Expenses

Expense Type	Date		Foreign Amount	Tax Amount	Amount
11) Taxi	22/12/2015	1524 - 11050 - 0130 - 4010 - 15 - - 3003 - 8500 - 0130 - 0000 - 10006 - 82 - - -		CA*G ... 1.37	34.28
					35.65
From airport to home					
16) Commercial Accommodation	22/12/2015	1524 - 11050 - 0130 - 4010 - 15 - - 3003 - 8500 - 0130 - 0000 - 10006 - 82 - - -		ON*HST 38.41	320.07
					358.48
Sheraton Hotels Corporation					
2) Allowance: Meals, Incidentals & Private Accommodation	01/03/2016	1524 - 11050 - 0130 - 4010 - 15 - - 3003 - 8500 - 0130 - 0000 - 10006 - 82 - - -		ON#HST 8.97	69.03
					78.00
	01/03/2016	1524 - 11050 - 0130 - 4010 - 15 - - 3003 - 8500 - 0130 - 0000 - 10006 - 82 - - -		ON#HST 3.98	30.62
					34.60
	01/03/2016	1524 - 11050 - 0130 - 4010 - 15 - - 3003 - 8500 - 0130 - 0000 - 10006 - 82 - - -		CA#G ... 0.82	16.48
					17.30

Total reimbursable expenses (CAD) 524.03

Tax Coding Summary

GST	Total Amount
8500 - 0130 - 0000 - 10006 - 82 - - -	2.19

HST	Total Amount

8500 - 0130 - 0000 - 10006 - 82 - - - 51.36

Financial Coding Summary

Financial Coding	Total Excl. Tax	Total Incl. Tax
1524 - 11050 - 0130 - 4010 - 15 - - 3003 -	2,553.68	2,607.23

Approval History

Date And Time	Approver	Approval Status	Comment

Signatures

I have access to the Treasury Board Travel Policy (internal policy for separate employers) and accept the terms and conditions of travel that are in accordance with current policy.

Traveller Name *JODY RT HON WILSONRAYBOULD* **Submit Date** *02/03/2016*

Signature

Submitted on behalf of the Traveller.

Delegate Name *Joelle Landry* **Submit Date** *02/03/2016*

Signature

Certified pursuant to section 34 of the Financial Administration Act.

Approver Name *J Wilson-Raybould* **Approval Date** ______________________

Signature

Processor Name ______________________ **Processed Date** ______________________

Signature

Travel Request

Travel Request Name: 4Z0E0A5

Traveller Name: *JODY RT HON WILSONRAYBOULD*

TIN: *A414708*

Prepared By: *Jody Wilson-Raybould*

Policy Module: *M3D - Domestic - Overnight Stay*

Trip Purpose: *Core Mandate - Meetings*

Other Trip Purpose:

Alternative To Travel: *Cost saving of alternatives is marginal or nil*

Travel Start Date: *22/12/2015*

Travel End Date: *22/12/2015*

Approval Status: *Approved*

Primary Location:

Secondary Location:

Comments:

4Z0E0A5

Offline TAN: *ANH144369*

Fiscal Year: *2015-2016*

Travel Outside Default Division: *N*

Blanket Travel Authority Applied: *No*

Vendor Code: *42152054*

N/A:

N/A:

N/A:

N/A:

N/A:

Event:

Travel Request Summary

Expense Summary

Total non-reimbursable expenses:	2,017.05
Total reimbursable expenses:	755.15
	2,772.20

Advance Summary

Travel advance:	0.00

Non-Reimbursable Expenses

Expense Type		Amount
Commercial Air (estimate direct from OBT) Air Canada	1524 - 11050 - 0130 - 4010 - 15 - - 3003 -	2,017.05
	Total non-reimbursable expenses	2,017.05

Reimbursable Expenses

Expense Type	Amount

Expense Type		Amount
11) Taxi	1524 - 11050 - 0130 - 4010 - 15 - - 3003 -	150.00
16) Commercial Accommodation Sheraton Hotels Corporation	1524 - 11050 - 0130 - 4010 - 15 - - 3003 -	320.00
2) Allowance: Meals, Incidentals & Private Accommodation	1524 - 11050 - 0130 - 4010 - 15 - - 3003 -	285.15
	Total reimbursable expenses	755.15

Financial Coding Summary

Financial Coding	Total Excl. Tax	Total Incl. Tax
1524 - 11050 - 0130 - 4010 - 15 - - 3003 -	2,772.20	2,772.20

Approval History

Date And Time	Approver	Approval Status	Comment
01/03/2016 16:47:20	Offline Booking Process	Approved	

Warning: POLICY BREACH

- **Economy Class:**
- **Economy Class:**

Itinerary Details

PNR:	*NLTBLK*	**Traveller Type:**	*Minister*
Trip Status:	*Booked*	**Primary Trip Purpose:**	*Core Mandate - Meetings*

Flight (CAD) **2,017.05**

AC Air Canada Vancouver Intl Arpt, Vancouver, Canada — ... **Booking Ref: PSVPLR**

AC Air Canada Vancouver Intl Arpt, Vancouver, Canada — ... **Booking Ref: PSVPLR**

Flight	Departure	Arrival	Class
188	Vancouver Intl Arpt, Vancouver, Canada 20/12/2015 17:15	Ottawa Intl Arpt, Ottawa, Canada 21/12/2015 00:52	Economy

Mileage: 0 | Total CO_2 Emissions: 0

History

Flight	Departure	Arrival	Class	Changed On
188	Vancouver Intl Arpt, Vancouver, Canada 20/12/2015 17:15	Ottawa Intl Arpt, Ottawa, Canada 21/12/2015 00:52	Economy	21/12/2015 11:17

Payment Method: DTEC Cost 2,017.05

AC Air Canada Ottawa Intl Arpt, Ottawa, Canada — Vancou.. **Booking Ref: PSVPLR**

Flight	Departure	Arrival	Class
189	Ottawa Intl Arpt, Ottawa, Canada 22/12/2015 17:55	Vancouver Intl Arpt, Vancouver, Canada 22/12/2015 20:38	Economy

Mileage: 0 | Total CO_2 Emissions: 0

History

Flight	Departure	Arrival	Class	Changed On
189	Ottawa Intl Arpt, Ottawa, Canada 22/12/2015 17:55	Vancouver Intl Arpt, Vancouver, Canada 22/12/2015 20:38	Economy	23/12/2015 00:57
189	Ottawa Intl Arpt, Ottawa, Canada 22/12/2015 17:55	Vancouver Intl Arpt, Vancouver, Canada 22/12/2015 20:38	Economy	21/12/2015 11:17

Payment Method: DTEC Cost 0.00

Total Itinerary Cost (CAD) 2,017.05

Signatures

I have access to the Treasury Board Travel Policy (internal policy for separate employers) and accept the terms and conditions of travel that are in accordance with current policy.

Traveller Name *JODY RT HON WILSONRAYBOULD* **Submit Date** *01/03/2016*

Signature

Submitted on behalf of the Traveller.

Delegate Name *JOHANNE ROUSSEAU* **Submit Date** *01/03/2016*

Signature

Certified pursuant to section 32 of the Financial Administration Act.

Approver Name Blanket Minister **Approval Date** ______________________

Signature

Travel Expenses

Traveler's Name: JWR

Trip Purpose:

Destination: Ottawa

Departure date: Dec 20

Return date: Dec 22

Departure time (from home/work)

Are meals provided on flight/train: Yes / No

Multiple destination details

Are meals provided on flight/train: Yes / No

Arrival time (end of travel status)

Are meals provided on flight/train: Yes / No

Allocation - Claimed Meals & Incidental

DATE	BREAKFAST	LUNCH	DINNER	INCIDENTALS
20-12-2015				✓
21-12-2015	✓	✓	✓	✓
22-12-2015	✓	✓	—	✓

Additional comments

Expense report completed.

PLEASE ATTACH RECEIPTS	Provided
Accommodation	
Taxies	
Other	

Completed by:

Date:

s.18(a)
s.19(1)

STS✱SVP
Shared Travel Services | Services de voyage partagés

HRG

E-Ticket Itinerary Receipt and Invoice

19 December 2015

THANK YOU FOR BOOKING WITH THE HOGG ROBINSON GROUP (HRG) GOVERNMENT OF CANADA TRAVEL SERVICES. THIS DOCUMENTATION CONFIRMS YOUR TRAVEL ARRANGEMENTS.

THE INFORMATION CONTAINED IN THIS DOCUMENT IS PROVIDED BY HRG NORTH AMERICA VIA TRAVELPORT AND OTHER THIRD-PARTY VENDORS. AS SUCH, SOME CONTENT IS AVAILABLE IN ENGLISH ONLY.

PLEASE REVIEW TO ENSURE THAT ALL INFORMATION IS CORRECT.

TRAVELLERS ARE RESPONSIBLE FOR VERIFYING THEIR TRAVEL DOCUMENTS UPON RECEIPT.

ACCEPTANCE OF YOUR ITINERARY CONSTITUTES AGREEMENT WITH ITS CONTENTS.

ANY DISCREPANCY MUST BE REPORTED TO HRG NORTH AMERICA PRIOR TO 8PM EST THE SAME BUSINESS DAY.

HRG WILL NOT INCREASE THE PRICE AFTER TICKET ISSUANCE.

Itinerary details

Trip locator:	NLTBLK
Traveller:	JODY RT HON WILSONRAYBOULD

Account references

Traveller Category :	Non Public Servants
Travel Directive Module :	M3D - Domestic - Overnight stay
THCEE Trip Category :	Core Mandate
Trip Purpose :	Core Mandate - Meetings
TAN :	ANH144369
Rationale for not using virtual presence :	Cost saving of alternatives is marginal or nil

Itinerary summary

Traffic	Date	From-to/location	Supplier	Times	Class/room	Status
✈	20 Dec 2015	YVR - YOW	AC188	17:15-00:52	Business	Booked
✈	22 Dec 2015	YOW - YVR	AC189	17:55-20:38	Business	Booked

Frequent flyer cards:

E-ticket 1

Invoice number:	89734
Traveller name:	WILSONRAYBOULD/J
Ticket number:	0141612266863
Route:	Vancouver Intl Airport, Vancouver - Ottawa Intl Airport, Ottawa - Vancouver Intl Airport, Vancouver
Fare amount:	1862.00 CAD
Taxes:	14.25 CA / 94.81 XG / 45.99 XT
Ticket amount:	2017.05 CAD
Issuing agency:	67524192
Date of issue:	19 December 2015
Form of payment:	

Air Canada
Flight # AC188

Booking reference: PSVPLR
Status: Booked

Departing:	Vancouver Intl Airport, Vancouver, Canada (YVR), Terminal M
Date/time:	20 December 2015, 17:15
Arriving:	Ottawa Intl Airport, Ottawa, Canada (YOW)
Date/time:	21 December 2015, 00:52
Duration:	4h37m
Aircraft:	Airbus A320-100/200 Narrowbody Jet
Cabin class:	Business (Z)
Seat:	04D
Baggage allowance:	2PC

Add to calendar

Air Canada
Flight # AC189

Booking reference: PSVPLR
Status: Booked

Departing:	Ottawa Intl Airport, Ottawa, Canada (YOW)
Date/time:	22 December 2015, 17:55
Arriving:	Vancouver Intl Airport, Vancouver, Canada (YVR), Terminal M
Date/time:	22 December 2015, 20:38
Duration:	5h43m
Aircraft:	Airbus A320-100/200 Narrowbody Jet
Cabin class:	Business (P)
Seat:	03C
Baggage allowance:	2PC

Add to calendar

Fare details

Fare accepted:	1862.00 CAD
Taxes and fees:	14.25 CA / 43.00 SQ / 2.99 RC / 94.81 XG
Total amount:	2017.05 CAD
Fare routing:	YVR - YOW
	YOW - YVR

Service Fees

Fee 1 Base:	63.00 CAD
Fee 1 Taxes:	3.15 CAD GST
Fee 1 Total:	66.15 CAD

GST REGISTRATION NO. R136445095 QST REGISTRATION NO. TVQ M1015857826

GST is represented by tax code XG; HST is represented by tax code RC; QST is represented by tax code XQ.

FOR ASSISTANCE OR IN TRANSIT EMERGENCY SERVICE PLEASE CONTACT HRG ANYTIME AT 1-866-857-3578 WITHIN NORTH AMERICA OR FROM OUTSIDE CANADA / USA; CALL COLLECT AT 1-613-822-3873.

FOR CREDIT CARD SUPPORT DUE TO LOST OR STOLEN CARDS PLEASE USE PHONE NUMBER ABOVE; SELECT OPTION 4 IMPORTANT; THE NAME ON THE IDENTIFICATION MUST MATCH THE NAME ON THE RESERVATION; BOARDING PASS.

FOR FLIGHTS WITHIN CANADA ALL PASSENGERS MUST PRESENT ONE PIECE OF VALID GOVERNMENT ISSUED PHOTO IDENTIFICATION THAT INCLUDES NAME / DATE OF BIRTH AND GENDER.

FOR FLIGHTS TO/FROM THE UNITED STATES ALL PASSENGERS ARE REQUIRED TO PRESENT A VALID PASSPORT.

CITIZENS OF COUNTRIES OTHER THAN CANADA AND THE UNITED STATES SHOULD CONTACT THEIR CONSULATE OR EMBASSY FOR BOARDING REQUIREMENTS OR CONSULT HRG GOVERNMENT TRAVEL SERVICE.

PROOF OF ONWARD OR RETURN TRAVEL MAY BE REQUIRED AT CHECK-IN.

PASSPORT AND VISA REQUIREMENTS:

PLEASE ENSURE PASSPORT IS VALID FOR 6 MONTHS BEYOND EXPECTED RETURN DATE.

ALL CHILDREN REGARDLESS OF AGE MUST HAVE THEIR OWN PASSPORT

CITIZENS OF COUNTRIES OTHER THAN CANADA AND THE UNITED STATES SHOULD CONTACT THE CONSULATE OR EMBASSY FOR PASSPORT AND VISA REQUIREMENTS OR CONSULT HRG GOVERNMENT TRAVEL SERVICE.

CHECK-IN:

Air Canada
Flight # AC188

Booking reference: PSVPLR
Status: Booked

Departing:	Vancouver Intl Airport, Vancouver, Canada (YVR), Terminal M
Date/time:	20 December 2015, 17:15
Arriving:	Ottawa Intl Airport, Ottawa, Canada (YOW)
Date/time:	21 December 2015, 00:52
Duration:	4h37m
Aircraft:	Airbus A320-100/200 Narrowbody Jet
Cabin class:	Business (Z)
Seat:	04D
Baggage allowance:	2PC

Add to calendar

Air Canada
Flight # AC189

Booking reference: PSVPLR
Status: Booked

Departing:	Ottawa Intl Airport, Ottawa, Canada (YOW)
Date/time:	22 December 2015, 17:55
Arriving:	Vancouver Intl Airport, Vancouver, Canada (YVR), Terminal M
Date/time:	22 December 2015, 20:38
Duration:	5h43m
Aircraft:	Airbus A320-100/200 Narrowbody Jet
Cabin class:	Business (P)
Seat:	03C
Baggage allowance:	2PC

Add to calendar

Fare details

Fare accepted:	1862.00 CAD
Taxes and fees:	14.25 CA / 43.00 SQ / 2.99 RC / 94.81 XG
Total amount:	2017.05 CAD
Fare routing:	YVR - YOW
	YOW - YVR

Service Fees

Fee 1 Base:	63.00 CAD
Fee 1 Taxes:	3.15 CAD GST
Fee 1 Total:	66.15 CAD

GST REGISTRATION NO. R136445095 QST REGISTRATION NO. TVQ M1015857826

GST is represented by tax code XG; HST is represented by tax code RC; QST is represented by tax code XQ.

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ALL CHILDREN REGARDLESS OF AGE MUST HAVE THEIR OWN PASSPORT

CITIZENS OF COUNTRIES OTHER THAN CANADA AND THE UNITED STATES SHOULD CONTACT THE CONSULATE OR EMBASSY FOR PASSPORT AND VISA REQUIREMENTS OR CONSULT HRG GOVERNMENT TRAVEL SERVICE.

CHECK-IN:

s.19(1)

12975 84TH AVE V3W1B3
SURREY BC
932650823210

PURCHASE

2 22-2015 21:11:2

ct # [redacted] C
Date Card Type A
J WILSON RAYBOULD
00000025010801
ERICAN EXPRESS

ace # 490062 Operator 47
FB2010453901
v. # 1236
h # 002020 RRN 00120906

rchase	$31.00
p	$4.65
tal	$35.65

(00) APPROVED-THANK YOU

Customer Copy

s.19(1)

Sheraton Ottawa Hotel
150 Albert Street
Ottawa, ON K1P 5G2
Canada
Tel: 613-238-1500 Fax: 613-235 2723

Sheraton
HOTELS & RESORTS

Jody Wilson

Page Number	:	1
Guest Number	:	796859
Folio ID	:	A
No. Of Guest	:	1
Room Number	:	1417
Club Account	:	
Arrive Date	:	20-DEC-15 01:34
Depart Date	:	22-DEC-15 07:50

Tax ID : 122417470
Sheraton Ottawa 22-DEC-15 07:50

Date	Reference	Description	Charges (CAD)	Credits (CAD)
20-DEC-15	RT1417	Room	154.00	
20-DEC-15	RT1417	Room HST 13%	20.02	
20-DEC-15	RT1417	DMF 3%	4.62	
20-DEC-15	RT1417	DMF HST 13%	0.60	
21-DEC-15	RT1417	Room	154.00	
21-DEC-15	RT1417	Room HST 13%	20.02	
21-DEC-15	RT1417	DMF 3%	4.62	
21-DEC-15	RT1417	DMF HST 13%	0.60	
22-DEC-15	AX	American Express		-358.48
		** Total	358.48	-358.48
		*** Balance	0.00	

Summary of HST for your stay:	Amount (CAD)
HST for Room Revenue:	40.04
HST for Food and Beverage:	0.00
HST for Telephone:	0.00
HST for Other:	1.20
HST for entire stay:	41.24

Tell us about your stay. www.sheraton.com/reviews

Expense Type	Date		Foreign Amount	Tax Amount	Amount
Commercial Air (estimate direct from OBT)	22/12/2015	1524 - 11050 - 0130 - 4010 - 15 - - 3003 -			66.15
					66.15
Air Can 0141612266863					
Hrg Anh144369 4.01					
changes fees					

Total non-reimbursable expenses (CAD) 2,083.20

Reimbursable Expenses

Expense Type	Date		Foreign Amount	Tax Amount	Amount
11) Taxi	22/12/2015	1524 - 11050 - 0130 - 4010 - 15 - - 3003 - 8500 - 0130 - 0000 - 10006 - 82 - - -		CA*G ... 1.37	34.28
					35.65
From airport to home					
16) Commercial Accommodation	22/12/2015	1524 - 11050 - 0130 - 4010 - 15 - - 3003 - 8500 - 0130 - 0000 - 10006 - 82 - - -		ON*HST 38.41	320.07
					358.48
Sheraton Hotels Corporation					
2) Allowance: Meals, Incidentals & Private Accommodation	01/03/2016	1524 - 11050 - 0130 - 4010 - 15 - - 3003 - 8500 - 0130 - 0000 - 10006 - 82 - - -		ON#HST 12.78	98.32
					111.10
	01/03/2016	1524 - 11050 - 0130 - 4010 - 15 - - 3003 - 8500 - 0130 - 0000 - 10006 - 82 - - -		ON#HST 3.98	30.62
					34.60
	01/03/2016	1524 - 11050 - 0130 - 4010 - 15 - - 3003 - 8500 - 0130 - 0000 - 10006 - 82 - - -		CA#G ... 0.82	16.48
					17.30

Total reimbursable expenses (CAD) 557.13

Tax Coding Summary

GST	Total Amount
8500 - 0130 - 0000 - 10006 - 82 - - -	2.19

HST	Total Amount

Expense Report Statement

Expense Report Name: Ottawa_Dec 20-22-2015

Traveller Name:	*JODY RT HON WILSONRAYBOULD*	**Offline TAN:**	*ANH144369*
TIN:	*A414708*	**Fiscal Year:**	*2015-2016*
Prepared By:	*Jody Wilson-Raybould*	**Travel Outside Default Division:**	*N*
Policy Module:	*M3D - Domestic - Overnight Stay*	**Vendor Code:**	*42152054*
Trip Purpose:	*Core Mandate - Meetings*	**Event:**	
Other Trip Purpose:			
Travel Request Name:	*4Z0E0A5*		
Travel Start Date:	*22/12/2015*		
Travel End Date:	*22/12/2015*		
ER Approval Status:	*Approval Required*		
Primary Location:			
Secondary Location:			

Comments:

Business Class - Meals provided on flights

Expense Report Summary

Expense Summary

Total allocated expenses :	**2,640.33**
(Minus) Total non-reimbursable expenses :	2,083.20
Total reimbursable expenses :	**557.13**
Total due traveller :	**557.13**

Non-Reimbursable Expenses

Expense Type	Date		Foreign Amount	Tax Amount	Amount
Commercial Air (estimate direct from OBT)	19/12/2015	1524 - 11050 - 0130 - 4010 - 15 - - 3003 -			2,017.05
					2,017.05

Air Can
0141612266863

Hrg Anh144369 4.01

round trip to Ottawa

8500 - 0130 - 0000 - 10006 - 82 - - - 55.17

Financial Coding Summary

Financial Coding	Total Excl. Tax	Total Incl. Tax
1524 - 11050 - 0130 - 4010 - 15 - - 3003 -	2,582.97	2,640.33

Approval History

Date And Time	Approver	Approval Status	Comment

Signatures

I have access to the Treasury Board Travel Policy (internal policy for separate employers) and accept the terms and conditions of travel that are in accordance with current policy.

Traveller Name *JODY RT HON WILSONRAYBOULD* **Submit Date** *02/03/2016*

Signature

Submitted on behalf of the Traveller.

Delegate Name *Joelle Landry* **Submit Date** *02/03/2016*

Signature

Certified pursuant to section 34 of the Financial Administration Act.

Approver Name *J Wilson-Raybould* **Approval Date** ____________________

Signature

Processor Name ____________________ **Processed Date** ____________________

Signature

(1)

Deputy Minister's functions for the period of January 1st to March 31, 2016

Department: *Justice Canada*

Participant: Pentney, Bill

Events	Dates	Amounts
Deputy Minister's Breakfast	04-Nov-15	$ 4.87
Deputy Minister's Breakfast	05-Nov-15	$ 10.03
Deputy Minister's Breakfast	13-Nov-15	$ 4.87
Deputy Minister's Breakfast	25-Nov-15	$ 10.50
Deputy Minister's Breakfast	09-Dec-15	$ 6.76
Deputy Minister's Breakfast	16-Dec-15	$ -
Deputy Minister's Breakfast	27-Jan-16	$ 6.16
Deputy Minister's Breakfast	03-Feb-16	$ 10.84
Deputy Minister's Breakfast	17-Feb-16	$ -
Deputy Minister's Breakfast	26-Feb-16	$ -
Deputy Minister's Breakfast	09-Mar-16	$ 6.67
Deputy Minister's Breakfast	23-Mar-16	$ 10.33
Deputy Minister's Breakfast	**Total**	**$ 71.03**
Coordinating Committee of Deputy Ministers	10-Nov-15	$ 24.50
Coordinating Committee of Deputy Ministers	10-Feb-16	$ 22.50
Coordinating Committee of Deputy Ministers	09-Mar-16	$ 21.01
Coordinating Committee of Deputy Ministers	30-Mar-16	$ 18.00
Coordinating Committee of Deputy Ministers	**Total**	**$ 86.01**
Committee of Senior Officials	**Total**	**$ -**
Deputy Ministers' Retreat	22-Jan-16	$ 89.12
Deputy Ministers' Retreat	**Total**	**$ 89.12**
	Grand total	**$ 246.16**

18_893.

Department of Justice Canada | Ministère de la Justice Canada

PAYMENT VOUCHER / BORDEREAU DE PAIEMENT

Scanned Documents / Documents numérisés ☐
Final Payment / Paiement Final ☐
Original document kept in legal file / Document original conservé dans le dossier ☐

Region - Région: NCR

Organization - Organisation: Deputy Minister's Office

COPY

Vendor code - Code fournisseur : 134710

Payee name - Nom du bénéficiaire : ARI Financial Services

Sent to Finance 13/01/16

Processed in IFMS Doc.# 161901 7004 Date 15-01-16

Address - Adresse :

Copy sent to CDO 3020

Originale le 15/01/16

Date goods received or services rendered - Date de réception des produits ou services:

Date invoice received / Date de réception de la facture: January 4, 2015

CHEQUE STUB INFORMATION - INFORMATION SUR LE TALON DU CHÈQUE

Invoice number Numéro de la facture	Details Détails	Amount Montant
MDPPKJ	Gasoline and Maintenance DM's Vehicle	952.22

ACCOUNTING INFORMATION *(FOR ADDITIONAL LINES SEE PAGE 2)* - RENSEIGNEMENTS DE LA COMPTABILITÉ *(POUR DES LIGNES SUPPLÉMENTAIRES - VOIR PAGE 2)*

	GL Account Compte général	Net Amount Montant net	HST/GST TVH/TPS	QST/TVQ	Cost center Centre de coût	Fund Fonds	Functional Area Domaine Fonctionnel	Order Ordre	Assignment Affectation	Description	Commitment PO Engagement Bon de commande	Line Item L. d'item
1	4503	174.20	8.71	17.39	12000	15	4010			Gasoline	300250071	1
2	4503	6.40	0.83		12000	15	4010			Card Program Fee	300250071	2
3	4620	647.71	32.37	64.61	12000	15	4010			Repair & Maintenance	300250071	3
Sub-Total		$ 828.31	$ 41.91	$ 82.00								
Sub-Total Tax Amount			$ 123.91									
TOTAL		$ 952.22										

The following boxes must be check by the verifier - Les cases suivantes doivent être cochée par le vérificateur

☐ Services Rendered/Goods Supplied / Services rendus/marchandises livrées
☐ Contract Terms Met / Rencontre les Termes du contrat
☐ Supporting documentation / Documentation à l'appui

Account Verified - Name / Compte Vérifié - Nom	Signature	Date Y-A	M	D-J

Prepared by - Name / Préparé par - Nom	Date Y-A	M	D-J	G/R :
Sylvie Crispin	2016	01	05	

CERTIFIED PURSUANT TO SECTION 34 OF THE *FINANCIAL ADMINISTRATION ACT* - CERTIFIÉ EN VERTU DE L'ARTICLE 34 DE *LA LOI SUR LES FINANCES PUBLIQUES*

Name - Nom	Signature	Date Y-A	M	D-J
Stéphanie Poliquin - Chief of Staff - DMO	[signature]	2016	01	13

JUS 396-4 (2014/01)

ORIGINAL

RECEIVED JAN - 4 2016

ARI FINANCIAL SERVICES INC.
SERVICES FINANCIERS ARI INC.
1270 CENTRAL PARKWAY WEST
SUITE 600
MISSISSAUGA, ONTARIO L5C4P4
Automotive Resources International
TEL: (905) 803-8000
TOLL FREE / SANS FRAIS (800) 361-5882
FAX / TELECOPIEUR: (905) 803-8644

MISC. INVOICE / FACTURE D'ENTRETIEN

GST REG / TPS NO: #136025582RT
QST REG / TVQ NO: #1015619615

CLIENT CODE / NO DE CLIENT:	4G21-17	INVOICE NO / NO DE FACTURE:	MDPPKJ
DUE DATE / DATE D'ECHEANCE:	01/31/16	INVOICE DATE / DATE DE LA FACTURE:	12/26/15

UNIT / UNITE	ITEM / ARTICLE	DATE	DESCRIPTION		AMOUNT / MONTANT
005 -314490	GASOLINE/ESSENCE TYPE: UNLEAD	11/16/2015	PR: PQ VEND: SHELL CA REF#: 2056023116	CC#: 60800005592	48.58
005 -314490	MISC SERVICE/SERVICE DIVERS	11/16/2015	PR: PQ VEND: SHELL CA REF#: 2056023116	CC#: 60800005592	7.30
005 -314490	GST CHARGEBACKS/TPS	11/16/2015	GST- FUEL	CC#: 60800005592	2.43
005 -314490	GST CHARGEBACKS/TPS	11/16/2015	GST- MAINT	CC#: 60800005592	.36
005 -314490	QST/TAXE QC REMBOURSABLE	11/16/2015	QST- FUEL	CC#: 60800005592	4.85
005 -314490	QST/TAXE QC REMBOURSABLE	11/16/2015	QST- MAINT	CC#: 60800005592	.73
005 -314490	GASOLINE/ESSENCE TYPE: UNLEAD	11/20/2015	PR: PQ VEND: SHELL CA REF#: 2056024805	CC#: 60800005592	39.26
005 -314490	MISC SERVICE/SERVICE DIVERS	11/20/2015	PR: PQ VEND: SHELL CA REF#: 2056024805	CC#: 60800005592	7.30
005 -314490	GST CHARGEBACKS/TPS	11/20/2015	GST- MAINT	CC#: 60800005592	.36
005 -314490	GST CHARGEBACKS/TPS	11/20/2015	GST- FUEL	CC#: 60800005592	1.96
005 -314490	QST/TAXE QC REMBOURSABLE	11/20/2015	QST- MAINT	CC#: 60800005592	.73
005 -314490	QST/TAXE QC REMBOURSABLE	11/20/2015	QST- FUEL	CC#: 60800005592	3.92
	GST= 5.11 SUB-TOT=	102.44			
QST/TVQ: TOTAL:	10.23 FUEL/ESSENCE:	8.77	DIESEL:	MAINT/ENTRETIEN 1.46	
				SUB-TOTAL	117.78
	GST= 5.11 SUB-TOT=	102.44			
QST/TVQ: TOTAL:	10.23 FUEL/ESSENCE:	8.77	DIESEL:	MAINT/ENTRETIEN 1.46	
	225722 CC # 6080000598889228			VEHICLE TOTAL ******	117.78
005 -339226	HST -CANADIAN TAX ACCT/	01/01/2016	JE- 2156046 HST CHG ON MTHLY SVC		.83
005 -339226	TMS&FUEL - SGT ESSENCE SPEC/	01/01/2016	JE- 2156046 MTHLY TMS - SGT CHRG		6.40
	GST= SUB-TOT=	6.40			
	HST= .83				
				SUB-TOTAL	7.23
005 -339226	GASOLINE/ESSENCE TYPE: UNLEAD	12/07/2015	PR: PQ VEND: CST CANA REF#: 72092	CC#: 60800005791	33.94
005 -339226	GST CHARGEBACKS/TPS	12/07/2015	GST- FUEL	CC#: 60800005791	1.70
005 -339226	QST/TAXE QC REMBOURSABLE	12/07/2015	QST- FUEL	CC#: 60800005791	3.39
005 -339226	GASOLINE/ESSENCE TYPE: UNLEAD	12/09/2015	PR: PQ VEND: CST CANA REF#: 72418	CC#: 60800005791	52.42
005 -339226	MISC SERVICE/SERVICE DIVERS	12/09/2015	PR: PQ VEND: CST CANA REF#: 72418	CC#: 60800005791	6.87
005 -339226	GST CHARGEBACKS/TPS	12/09/2015	GST- MAINT	CC#: 60800005791	.34
005 -339226	GST CHARGEBACKS/TPS	12/09/2015	GST- FUEL	CC#: 60800005791	2.62
005 -339226	QST/TAXE QC REMBOURSABLE	12/09/2015	QST- MAINT	CC#: 60800005791	.68
005 -339226	QST/TAXE QC REMBOURSABLE	12/09/2015	QST- FUEL	CC#: 60800005791	5.23
	GST= 4.66 SUB-TOT=	93.23			
QST/TVQ: TOTAL:	9.30 FUEL/ESSENCE:	8.62	DIESEL:	MAINT/ENTRETIEN .68	
				SUB-TOTAL	107.19
005 -339226	GOODYEAR CANADA INC. VENDOR: 015412	12/03/2015	QTY: 004.00 215/65R17 99S SL UL		526.24
	INVOICE: 0069661181	12/03/2015	QTY: 004.00 HIGH SPEED BALANCE 1		88.00
	EVENT: 56440531	12/03/2015	QTY: 001.00 GST - CANADA		31.31
	P.O.: 00055862929 ODOM: 3,052	12/03/2015	QTY: 001.00 QST - CANADA		62.47
		12/03/2015	QTY: 001.00 ONTARIO TIRE STEWARDSHIP		12.00

MAIL TO / POSTER A:

DEPT OF JUSTICE
ATTN: SYLVIE CRISPIN
284 WELLINGTON ST, EMB-4143A
OTTAWA ON K1A 0H8

REMIT TO / REMETTRE A:

ARI FINANCIAL SERVICES T46163
P O BOX 46163
POSTAL STATION A
TORONTO ON M5W4K9

PBN:136025582PG0002

* DATE REPRESENTS PURCHASE DATE OR DATE PAID BY ARI / DATE REPRÉSENTANT DATE D'ACHAT OU DATE DE PAIEMENT PAR ARI

993 UNKNOWN 9A

O R I G I N A L

ARI FINANCIAL SERVICES INC.
SERVICES FINANCIERS ARI INC.
1270 CENTRAL PARKWAY WEST
SUITE 600
MISSISSAUGA, ONTARIO L5C4P4
Automotive Resources International
TEL: (905) 803-8000
TOLL FREE / SANS FRAIS (800) 361-5882
FAX / TELECOPIEUR: (905) 803-8644

MISC. INVOICE / FACTURE D'ENTRETIEN

GST REG / TPS NO: #136025582RT
QST REG / TVQ NO: #1015619615

CLIENT CODE / NO DE CLIENT:	4G21-17	INVOICE NO / NO DE FACTURE:	MDPPKJ
DUE DATE / DATE D'ECHEANCE:	01/31/16	INVOICE DATE / DATE DE LA FACTURE:	12/26/15

SUMMARY PAGE TOTAL FOR SUB DIVISION 005

TAXES	123.91		
GST CHARGEBACKS/TPS	41.08	HST -CANADIAN TAX ACCT/	.83
QST-MAINT/ENTRETIEN	82.00		
PROGRAM FEES	6.40		
TMS&FUEL - SGT ESSENCE SPEC/	6.40		
FUEL	174.20		
GASOLINE/ESSENCE	174.20		
REPAIR & MAINTENANCE	21.47		
MISC SERVICE/SERVICE DIVERS	21.47		
TIRES	626.24		
SNOW TIRES/PNEUS A NEIGE	526.24	TIRE BALANCE AND ROTATE/REGLAG	88.00
TIRE RECYCLING FEE/FRAIS RECYC	12.00		

SUMMARY TOTAL: 952.22

MAIL TO / POSTER A:
DEPT OF JUSTICE
ATTN: SYLVIE CRISPIN
284 WELLINGTON ST, EMB-4143A
OTTAWA ON K1A 0H8

REMIT TO / REMETTRE A:
ARI FINANCIAL SERVICES T46163
P O BOX 46163
POSTAL STATION A
TORONTO ON M5W4K9

PBN:136025582PG0002

* DATE REPRESENTS PURCHASE DATE OR DATE PAID BY ARI / DATE REPRÉSENTANT DATE D'ACHAT OU DATE DE PAIEMENT PAR ARI

993 UNKNOWN 9A

s.18(a)

SHELL
** **
620 MALONEY OUEST
GATINEAU, QC
J8T 8K7 TEL: 819-2 -3353

Taxe	Description	Qté	Montant
FP	Bronze N°2		
	61.375 L @ 1,019$/ L		62,54$
FP	LAV EXPRESS AVEC ESS	1	7,99$

Total partiel 70,53$
Montant TPS Taxable 7,99$
TPS Taxe 0,40$
Montant TVP Taxable 7,99$
TVP Taxe 0,80$
Total 71,73$
ARI CANADA: 71,73$
Monnaie 0,00$

00 APPROUVÉE - MERCI 001

ARI CANADA
TERMINAL N° 89205602
ACHAT S
FACT N° 2056023116

COMPT KIL N° 2946

X ______________________ 370136

Le Titulaire versera ce montant à l'émetteur conformément au contrat adhérent

IMPORTANT
Conserver cette copie pour vos dossiers

CARBURANT INCLUS TPS 2,72$
CARBURANT INCLUS TVP 5,43$

TPS - Carburant - N° 825827686 RT
TVP - Carburant - N° 4018058125 TQ
TPS - March - QC N° 140717059
TVP - March - QC* N° 101791793

Code lavage
MERCI
Questions? 1-800-661-1600

Poste	Tran	Magasin	Opér	2015/11/1
2	799540C20560		CAI	07:12:5

SHELL
** **
620 MALONEY OUEST
GATINEAU, QC
J8T 8K7 TEL: 819-243-3353

Taxe	Description	Qté	Montant
FP	Bronze N°7		
	50.620 L @ 0,999$/ L		50,57$
FP	LAV EXPRESS AVEC ESS	1	7,99$

Total partiel 58,56$
Montant TPS Taxable 7,99$
TPS Taxe 0,40$
Montant TVP Taxable 7,99$
TVP Taxe 0,80$
Total 59,76$
ARI CANADA: 59,76$
Monnaie 0,00$

00 APPROUVÉE - MERCI 001

ARI CANADA
TERMINAL N° 89205602
ACHAT S
FACT N° 2056024805

COMPT KIL N° 3179

X ______________________ 377395

Le Titulaire versera ce montant à l'émetteur conformément au contrat adhérent

IMPORTANT
Conserver cette copie pour vos dossiers

CARBURANT INCLUS TPS 2,20$
CARBURANT INCLUS TVP 4,39$

TPS - Carburant - N° 825827686 RT
TVP - Carburant - N° 4018058125 TQ
TPS - March - QC N° 140717059
TVP - March - QC* N° 1017917931

Code lavage
MERCI
Questions? 1-800-661-1600

Poste	Tran	Magasin	Opér	2015/11/20
2	808471C20560		CAI	08:06:29

s.18(a)

(3)

4813 (4)

Ultramar

320 Greber TPS: 835860131
Gatineau,Qc TVQ: 1219927297
J8T 5R3
DATE: 2015-12-07 HEURE: 06:12
No STATN: 24692 No TRANS.: 574417

No MARCHAND: 22469245704
No PLAQUE: ________

** REÇU PRÉAUTORISÉ SEUL **

CARBURANT	(L)	($/L)	($)
Distr. 1 PRÉPAYÉ			
Regulier	38.684	1.034	40.00#

Taxes sur 38.684 Litres de Carb. Regulier
TPS: 5.000% = $1.74
TVQ: 9.975% = $3.47
Total des taxes: = $5.21

#TAXES INCLUSES *TAXES EXCLUES

TOTAL $ 40.00
ACHAT ARI 40.00

Pré-autoris
ARI
TERMID: 24692BE1
No FACTURE: 00008270
RÉF: 154001001006
ACI/ISO 001/00
APPROUVÉE 061250

Notre mission:
Combler plus de clients chaque jour

Jamais 2 sans 3!
Obtenez une bouteille d'eau Eska 500 ml gratuite à l'achat d un duo muffin et café.

Ultramar

320 Greber TPS: 835860131
Gatineau,Qc TVQ: 1219927297
J8T 5R3
DATE: 2015-12-09 HEURE: 06:00
No STATN: 24692 No TRANS.: 576008

No MARCHAND: 22469245704
No PLAQUE: ________

CARBURANT	(L)	($/L)	($)
Distr. 3			
Regulier	62.197	0.994	61.82#

PRODUIT	QTÉ	PRIX	MONTANT
L.AUTO BASE AE-C.W	1	6.99	6.99*

Taxes sur 62.197 Litres de Carb. Regulier
TPS: 5.000% = $2.69
TVQ: 9.975% = $5.36
Total des taxes: = $8.05

Taxes sur tous les autres produits
Total TPS: $0.35 Total TVQ: $0.70

#TAXES INCLUSES *TAXES EXCLUES

TOTAL $ 69.86
ACHAT ARI 69.86

Achat
ARI
TERMID: 24692BE1
No FACTURE: 00009137
RÉF: 161001001003
ACI/ISO 001/00
APPROUVÉE 060008

Notre mission:
Combler plus de clients chaque jour

Économisez avec la Mastercard Ultramar. Obtenez une remise équivalant jusqu'à 3 cents par litre!
bnc.ca/ultramar

055726

Department of Justice Canada | Ministère de la Justice Canada

PAYMENT VOUCHER | BORDEREAU DE PAIEMENT

Scanned Documents / Documents numérisés ☐
Final Payment / Paiement Final ☐
Original document kept in legal file / Document original conservé dans le dossier ☐

Region - Région: NCR
Organization - Organisation: Deputy Minister's Office
COPY
Vendor code - Code fournisseur : 134710

Payee name - Nom du bénéficiaire : ARI Financial Services
Sent to Finance 13 01 16
Processed in IFMS Doc.# 16190170[illegible] Date 15-01-16
Address - Adresse :
Copy sent to CDO 3020
[illegible] le 15/01/16

Date goods received or services rendered - Date de réception des produits ou services:
Date invoice received / Date de réception de la facture: January 4, 2015

CHEQUE STUB INFORMATION - INFORMATION SUR LE TALON DU CHÈQUE

Invoice number Numéro de la facture	Details Détails	Amount Montant
MDPPKJ	Gasoline and Maintenance DM's Vehicle	952.22

ACCOUNTING INFORMATION *(FOR ADDITIONAL LINES SEE PAGE 2)* - RENSEIGNEMENTS DE LA COMPTABILITÉ *(POUR DES LIGNES SUPPLÉMENTAIRES - VOIR PAGE 2)*

	GL Account Compte général	Net Amount Montant net	HST/GST TVH/TPS	QST/ TVQ	Cost center Centre de coût	Fund Fonds	Functional Area Domaine Fonctionnel	Order Ordre	Assignment Affectation	Description	Commitment PO Engagement Bon de commande	Line Item L. d'item
1	4503	174.20	8.71	17.39	12000	15	4010			Gasoline	300250071	1
2	4503	6.40	0.83		12000	15	4010			Card Program Fee	300250071	2
3	4620	647.71	32.37	64.61	12000	15	4010			Repair & Maintenance	300250071	3

	Net Amount	HST/GST	QST/TVQ
Sub-Total	$ 828.31	$ 41.91	$ 82.00
Sub-Total Tax Amount		$ 123.91	
TOTAL	$ 952.22		

The following boxes must be check by the verifier - Les cases suivantes doivent être cochée par le vérificateur

☐ Services Rendered/Goods Supplied Services rendus/marchandises livrées
☐ Contract Terms Met Rencontre les Termes du contrat
☐ Supporting documentation Documentation à l'appui

Account Verified - Name / Compte Vérifié - Nom	Signature	Date Y-A M D-J

Prepared by - Name / Préparé par - Nom	Date Y-A M D-J	G/R :
Sylvie Crispin	2016 01 05	

CERTIFIED PURSUANT TO SECTION 34 OF THE *FINANCIAL ADMINISTRATION ACT* - CERTIFIÉ EN VERTU DE L'ARTICLE 34 DE *LA LOI SUR LES FINANCES PUBLIQUES*

Name - Nom	Signature	Date Y-A M D-J
Stéphanie Poliquin - Chief of Staff - DMO	Stéphanie [signature]	2016 01 13

JUS 396-4 (2014/01)

s.19(1)

Repair Details

2016 CHRYSLER 300

Vendor: EXPERTS SUR ROUES - GOODYEAR
National Account
1028 ST LOUIS
POINTE GATINEAU PQ J8P 2S4
Phone : (819) 561-1936
Fax : (819) 561-7497

PO#: 55862929	Client:	ARI Vehicle:	Client Vehicle No :
Lic Plate:	Division: 17	Sub-Division: 005	Hour Meter:
Customer PO#:	Driver: Dept Of Ju Stice	Odometer: 3052	
Months in Service: 1	Date: 12/03/2015	Repair Date: 11/18/2015	
Status: Paid	Replacement Vehicle:	Replacement Vehicle Status:	
Process Date: 12/08/2015	Invoice#: 0069661181		
Repair#: 56440531	Store Order No:	Shop Contact:	

Quantity	Cost	Description	Type	ATA Code	Correction	Cause
4	526.24	215/65R17 99S SL UL	PART	17001010	REPLACE	OTHER
4	88	HIGH SPEED BALANCE 1	LABOR	17001A03	ADJUST	WORN
1	12	ONTARIO TIRE STEWARDSHIP PROGRAM	PART	53999A53	REPAIR	NOT SUPPLIED
1	31.31	GST - CANADA		53999A30	SALES TAX	SALES TAX
1	62.47	QST - CANADA		53999A28	SALES TAX	SALES TAX

Total : $720.02

* ATA = American Trucking Association. Industry standard codes used to categorize maintenance repairs.
* Amounts reflect denominations based on country of origin.

PO Notes

12/03/2015 09:11 A.M.: WO# 195511.. ATF .. 11/18/2015.. PM DUE TIMEWISE
12/03/2015 09:11 A.M.: IN FOR .. NEED 4 NEW WINTER TIRES .... G/Y UG ICE WRT.. 215 65R17 P/C= 780 585 350..CANNOT CHECK THE PRICE IN FEDERAL GOVT LIST A/S TIRES= 4X 12/32.. WITH DRIVER
12/03/2015 09:15 A.M.: PO APPROVED FOR $654.28 BY ARI ON 12/03/2015

Expense Report Statement

Expense Report Name: Vancouver Jan 14 2016-1

Traveller Name: *WILLIAM PENTNEY*

TIN: *W447676*

Prepared By: *WILLIAM PENTNEY*

Policy Module: *M3D - Domestic - Overnight Stay*

Trip Purpose: *Core Mandate - Meetings*

Other Trip Purpose:

Travel Request Name: *Vancouver Jan 14 2016*

Travel Start Date: *13/01/2016*

Travel End Date: *15/01/2016*

ER Approval Status: *Approved*

Primary Location:

Secondary Location:

Online TAN: *ANB820020*

Fiscal Year: *2015-2016*

Travel Outside Default Division: *N*

Vendor Code: *27327957*

Event:

Comments:

Expense Report Summary

Expense Summary

Total allocated expenses :	**1,692.13**
(Minus) Total non-reimbursable expenses :	1,151.87
Total reimbursable expenses :	**540.26**
Total due traveller :	**540.26**

Non-Reimbursable Expenses

Expense Type	Date	Foreign Amount	Tax Amount	Amount

GST / Expense Type	Date		Foreign Amount	Tax Amount	Total Amount
5) Commercial Air / 8500 - 0130 - 0000 - 10006 - 82	08/01/2016	1505 - 12000 - 0130 - 4010 - 15 - - 3003 -			1,113.45 / 22.52
Air Can 0142157205499					1,113.45
Air Canada					
8) Misc transportation charges	11/01/2016	1505 - 12000 - 0130 - 4010 - 15 - - 3003 -			38.42
Hrg Anb820020 5.01					38.42

Total non-reimbursable expenses (CAD) 1,151.87

Reimbursable Expenses

Expense Type	Date		Foreign Amount	Tax Amount		Amount
11) Taxi	15/01/2016	1505 - 12000 - 0130 - 4010 - 15 - - 3003 - 8500 - 0130 - 0000 - 10006 - 82 - - -		CA*G...	2.69	67.31 70.00
To travel from the airport to the hotel and back.						
16) Commercial Accommodation	15/01/2016	1505 - 12000 - 0130 - 4010 - 15 - - 3003 - 8500 - 0130 - 0000 - 10006 - 82 - - -		CA*G...	10.76	268.90 279.66
Sutton Place						
2) Allowance: Meals, Incidentals & Private Accommodation	15/01/2016	1505 - 12000 - 0130 - 4010 - 15 - - 3003 - 8500 - 0130 - 0000 - 10006 - 82 - - -		CA#...	6.60	132.10 138.70
	15/01/2016	1505 - 12000 - 0130 - 4010 - 15 - - 3003 - 8500 - 0130 - 0000 - 10006 - 82 - - -		CA#...	2.47	49.43 51.90

Total reimbursable expenses (CAD) 540.26

Tax Coding Summary

GST	Total Amount
8500 - 0130 - 0000 - 10006 - 82 - - -	22.52

Financial Coding Summary

Date And Time	Approver	Approval Status	Comment Total	Total
Financial Coding			Excl. Tax	Incl. Tax

Financial Coding	Total Excl. Tax	Total Incl. Tax
1505 - 12000 - 0130 - 4010 - 15 - - 3003 -	1,669.61	1,692.13

Approval History

Date And Time	Approver	Approval Status	Comment
27/01/2016 09:36:21	Christina Crampton	Approved	
26/01/2016 13:34:24	MARIE JOSEE THIVIERGE	Approved	
26/01/2016 12:22:27	Samantha Allard	Approved	

Signatures

I certify that the amounts included in this Expense Report were incurred on authorized government business travel.

Traveller Name *WILLIAM PENTNEY*

Submit Date *18/01/2016*

Signature

Recommender Name *Samantha Allard*

Recommended Date *26/01/2016*

Signature

Certified pursuant to section 34 of the Financial Administration Act.

Approver Name *MARIE JOSEE THIVIERGE*

Approval Date *26/01/2016*

Signature

Processor Name *Christina Crampton*

Processed Date *27/01/2016*

Signature

STS SVP
Shared Travel Services | Services de voyage partagés

HRG

E-Ticket Itinerary Receipt and Invoice

08 January 2016

THANK YOU FOR BOOKING WITH THE HOGG ROBINSON GROUP (HRG) GOVERNMENT OF CANADA TRAVEL SERVICES. THIS DOCUMENTATION CONFIRMS YOUR TRAVEL ARRANGEMENTS.

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HRG WILL NOT INCREASE THE PRICE AFTER TICKET ISSUANCE.

Itinerary details

Trip locator:	K1CSVA
Traveller:	Mr WILLIAM FRED PENTNEY

Account references

Traveller Category :	Public Servants
Travel Directive Module :	M3D - Domestic - Overnight stay
THCEE Trip Category :	Core Mandate
Trip Purpose :	Core Mandate - Meetings
TAN :	ANB820020
Fiscal Year :	2015-2016
Rationale for not using virtual presence :	Personal attendance required

Itinerary summary

Traffic	Date	From-to/location	Supplier	Times	Class/room	Status
✈	13 Jan 2016	YOW - YVR	AC189	17:55-20:38	Economy	Booked
✈	15 Jan 2016	YVR - YOW	AC166	09:20-16:57	Economy	Booked

Frequent flyer cards:

Air Canada
Flight # AC189

Status: Booked

Departing:	Ottawa Intl Airport, Ottawa, Canada (YOW)
Date/time:	13 January 2016, 17:55
Arriving:	Vancouver Intl Airport, Vancouver, Canada (YVR), Terminal M
Date/time:	13 January 2016, 20:38
Duration:	5h43m
Aircraft:	Airbus A320-100/200 Narrowbody Jet
Cabin class:	Economy (W)

Add to calendar

Air Canada
Flight # AC166

Status: Booked

Departing:	Vancouver Intl Airport, Vancouver, Canada (YVR), Terminal M
Date/time:	15 January 2016, 09:20
Arriving:	Ottawa Intl Airport, Ottawa, Canada (YOW)
Date/time:	15 January 2016, 16:57
Duration:	4h37m
Aircraft:	Airbus A320-100/200 Narrowbody Jet
Cabin class:	Economy (W)

Add to calendar

Fare details

Fare accepted:	883.52 CAD
Taxes and fees:	103.25 XX / 1.00 XG / 125.68 RC
Total amount:	1113.45 CAD
Fare routing:	YOW - YVR YVR - YOW

Service Fees

Fee 1 Base:	34.00 CAD
Fee 1 Taxes:	4.42 CAD HST
Fee 1 Total:	38.42 CAD

GENERAL INFORMATION
****

VENDOR TICKET NUMBER-2157205499
****

VENDOR NAME-AIR CANADA
VENDOR LOCATOR-LUM2SV
****

GST REGISTRATION NO. R136445095 QST REGISTRATION NO. TVQ M1015857826

GST is represented by tax code XG; HST is represented by tax code RC; QST is represented by tax code XQ.

FOR ASSISTANCE OR IN TRANSIT EMERGENCY SERVICE PLEASE CONTACT HRG ANYTIME AT 1-866-857-3578 WITHIN NORTH AMERICA OR FROM OUTSIDE CANADA / USA; CALL COLLECT AT 1-613-822-3873.

FOR CREDIT CARD SUPPORT DUE TO LOST OR STOLEN CARDS PLEASE USE PHONE NUMBER ABOVE; SELECT OPTION 4 IMPORTANT; THE NAME ON THE IDENTIFICATION MUST MATCH THE NAME ON THE RESERVATION; BOARDING PASS.

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CITIZENS OF COUNTRIES OTHER THAN CANADA AND THE UNITED STATES SHOULD CONTACT THEIR CONSULATE OR EMBASSY FOR BOARDING REQUIREMENTS OR CONSULT HRG GOVERNMENT TRAVEL SERVICE.

PROOF OF ONWARD OR RETURN TRAVEL MAY BE REQUIRED AT CHECK-IN.

PASSPORT AND VISA REQUIREMENTS:

PLEASE ENSURE PASSPORT IS VALID FOR 6 MONTHS BEYOND EXPECTED RETURN DATE.

ALL CHILDREN REGARDLESS OF AGE MUST HAVE THEIR OWN PASSPORT

CITIZENS OF COUNTRIES OTHER THAN CANADA AND THE UNITED STATES SHOULD CONTACT THE CONSULATE OR EMBASSY FOR PASSPORT AND VISA REQUIREMENTS OR CONSULT HRG GOVERNMENT TRAVEL SERVICE.

CHECK-IN:

* PLEASE ALLOW 2HRS FOR DOMESTIC (CANADA); TRANSBORDER (USA) CHECK-IN

* ALLOW 3HRS FOR ALL INTERNATIONAL CHECK-IN

THE AIRLINES RESERVE THE RIGHT TO DENY BOARDING IF MINIMUM CHECK-IN TIMES ARE NOT MET

FLIGHT TIMES ARE SUBJECT TO CHANGE; PLEASE RE-CONFIRM FLIGHT TIMES PRIOR TO DEPARTURE.

IF YOU ARE TRAVELLING TO AN INTERNATIONAL DESTINATION, PLEASE RECONFIRM YOUR RESERVATIONS 72 HOURS PRIOR TO DEPARTURE DIRECTLY WITH THE AIR CARRIER.

FOR FREE BAGGAGE ALLOWANCE AND/OR APPLICABLE FEES FOR CARRY-ON//CHECKED BAGGAGE RELATED TO YOUR FLIGHT - PLEASE VERIFY THE CARRIERS WEBSITE.

ACCOMMODATIONS:

PLEASE VERIFY THE RATE AT CHECK-IN AS LOCAL MARKET CONDITIONS MAY DICTATE A LOWER RATE.

THE SUPPLIERS PROVIDING SERVICES FOR YOUR RESERVATION MAY HAVE IMPOSED RESTRICTIONS CONCERNING THE ABILITY TO CHANGE OR MODIFY YOUR RESERVATION. THE DETAILS OF THESE RESTRICTIONS WERE PROVIDED EITHER TO YOU OR TO THE PERSON MAKING THE RESERVATION ON YOUR BEHALF. DURING THE ONLINE RESERVATION PROCESS THESE RESTRICTIONS WERE ACCEPTED PRIOR TO SUBMITTING YOUR RESERVATION FOR PURCHASE. SHOULD YOU HAVE ANY QUESTIONS OR CONCERNS, PLEASE CONTACT AN HRG NORTH AMERICA TRAVEL COUNSELLOR.

NO-SHOWS:

NO-SHOWS ARE NOT PERMITTED AND RESULT IN THE FORFEIT OF THE FULL AMOUNT OF THE FARE AT DEPARTURE TIME; PLEASE NOTE THAT NO-SHOWS AT ORIGINAL POINT OF DEPARTURE WILL ALSO RESULT IN CANCELLATION OF THE REMAINDER OF THE FLIGHTS.

CHANGES OR CANCELLATIONS MUST BE MADE PRIOR TO SCHEDULED TRAVEL DATE AND; FLIGHT TIME TO PREVENT NO SHOWS AND AVOID FORFEIT OF VALUE OF TICKET.

PLEASE NOTE THAT FARES MAY BE SUBJECT TO CHANGE AND ARE GUARANTED ONLY ONCE TICKETED.

Travel Industry regulations require the travel agency to advise the customer about the availability of optional trip cancellation insurance and optional out of province health insurance. Individuals may contact the travel insurance provider of their choice to obtain a personal quote. TICO NO. 1355825

HRG North America, 370 King St. W., Suite 700, Toronto ON M5V 1J9, 1-866-857-3578

The Sutton Place Hotel

#1

s.19(1)

Mr William Pentney
Ottawa ON K1A 0H8
Canada

Room Number	:	1625
Arrival Date	:	01-13-16
Departure Date	:	01-15-16
Page	:	1 of 2
Folio Number	:	923409
Confirmation	:	18515279
Cashier	:	149

INVOICE
Membership No. :

Company Name : Government of Canada*   GST No: 121767065 RT 0001   01-15-16

Date	Description	Charges CAD	Credits CAD
01-13-16			
01-13-16			
01-13-16			
01-13-16			
01-13-16	Room Charge	119.00	
01-13-16	Hotel Room Tax	9.52	$139.83
01-13-16	Municipal & Regional District Ta	3.57	
01-13-16	Room D.M.F	1.79	
01-13-16	Room GST	5.95	
01-14-16			
01-14-16			
01-14-16			
01-14-16			
01-14-16			
01-14-16			
01-14-16			
01-14-16			
01-14-16	Room Charge	119.00	
01-14-16	Hotel Room Tax $279.66	9.52	$139.83
01-14-16	Municipal & Regional District Ta	3.57	
01-14-16	Room D.M.F	1.79	
01-14-16	Room GST	5.95	
01-15-16	Visa XX/XX		341.46

The Sutton Place Hotel

Mr William Pentney
Ottawa ON K1A 0H8
Canada

Room Number	:	1625
Arrival Date	:	01-13-16
Departure Date	:	01-15-16
Page	:	2 of 2
Folio Number	:	923409
Confirmation	:	18515279
Cashier	:	149

INVOICE
Membership No. :

Company Name : Government of Canada* GST No: 121767065 RT 0001 01-15-16

Date	Description		Charges CAD	Credits CAD
		Total	**341.46**	**341.46**
		Balance	**0.00**	**CAD**

Room GST	11.90
F&B GST	2.40
Misc GST	0.00
Total	14.3

I agree that I am personally liable for the final disposition and payment of any services rendered or goods supplied by The Sutton Place Hotel and further authorize the use of my credit card to facilitate full payment. I accept responsibility in the event the indicated third-party, company or association fails to render full payment of this account, and also for any loss or damage to the premises or its contents.

Guest Signature: ____________________

s.19(1)

YELLOW CAB 604 681-1111
VANCOUVER, B.C., CANADA

#2

RECEIVED FROM ____________ DATE ____________

$ 35—

FROM ____________ TO ____________

CAB NO. ____________ DRIVER ____________

AIRPORT SERVICE • 24 Hour Courier • *Serving you since 1921*

AT A PAYPHONE? CALL: 1-800-898-TAXI(8294) NO COINS NEEDED

GST INCLUDED

TTY LINE (hearing impaired) 604 258-4747 GST # R105762496

RECEIPT

COQUITLAM TAXI (1977) LTD. #3 ☐

BELAIR TAXI LTD. ☐

PORT COQUITLAM TAXI LTD. ☐

DATE (3/21/16 $ 35.00
INCLUDING G.S.T.

FROM: YVR

TO: Dart Ave

DRIVER #: ____________ CAB #: ____________

TEL: 604-524-1111 OR 604-937-3434

Thank you for Riding with us.

28

Expense Report Statement

Expense Report Name: Prince George BC Jan 14-15 2016-1

Traveller Name: *Jody Wilson-Raybould*

Online TAN: *ANH137611*

TIN: *A414708*

Fiscal Year: *2015-2016*

Prepared By: *JOHANNE ROUSSEAU*

Travel Outside Default Division: *N*

Policy Module: *M3D - Domestic - Overnight Stay*

Vendor Code: *42152054*

Trip Purpose: *Core Mandate - Meetings*

Event:

Other Trip Purpose:

Travel Request Name: *Prince George BC 16/01/14-15*

Travel Start Date: *15/01/2016*

Travel End Date: *15/01/2016*

ER Approval Status: *Approval Required*

Primary Location: *Prince George BC*

Secondary Location:

Comments:

Expense Report Summary

Expense Summary

Total allocated expenses :	**827.02**
(Minus) Total non-reimbursable expenses :	653.18
Total reimbursable expenses :	**173.84**
Total due traveller :	**173.84**

Non-Reimbursable Expenses

Expense Type	Date		Foreign Amount	Tax Amount	Amount
16) Commercial Accommodation	14/01/2016	1524 - 11050 - 0130 - 4010 - 15 - - 3003 -			186.30
Manual Prepaid					186.30
Coast Hotels Limited					
Pre-paid					
Commercial Air (estimate direct from OBT)	07/01/2016	1524 - 11050 - 0130 - 4010 - 15 - - 3003 -			35.70
Hrg Anh137611 5.01					35.70
Air Can 0142157121044					

Expense Type	Date		Foreign Amount	Tax Amount		Amount
service fees						
Commercial Air (estimate direct from OBT)	06/01/2016	1524 - 11050 - 0130 - 4010 - 15 - - 3003 -				431.18 431.18
Hrg Anh137611 5.01						
Air Can 0142157121044						
flight fees						

Total non-reimbursable expenses (CAD) 653.18

Reimbursable Expenses

Expense Type	Date		Foreign Amount	Tax Amount		Amount
11) Taxi	14/01/2016	1524 - 11050 - 0130 - 4010 - 15 - - 3003 - 8500 - 0130 - 0000 - 10006 - 82 - - -		CA*G ...	1.27	31.73 33.00
travel from home to airport						
12) Vehicle Rental National Car Rental System, Inc.	14/01/2016	1524 - 11050 - 0130 - 4010 - 15 - - 3003 - 8500 - 0130 - 0000 - 10006 - 82 - - -		CA*G ...	2.38	59.46 61.84
2) Allowance: Meals, Incidentals & Private Accommodation	15/01/2016	1524 - 11050 - 0130 - 4010 - 15 - - 3003 - 8500 - 0130 - 0000 - 10006 - 82 - - -		CA#G ...	2.11	42.29 44.40
	15/01/2016	1524 - 11050 - 0130 - 4010 - 15 - - 3003 - 8500 - 0130 - 0000 - 10006 - 82 - - -		CA#G ...	1.65	32.95 34.60

Total reimbursable expenses (CAD) 173.84

Tax Coding Summary

GST	Total Amount
8500 - 0130 - 0000 - 10006 - 82 - - -	7.41

Financial Coding Summary

Financial Coding	Total Excl. Tax	Total Incl. Tax

Financial Coding	Total Excl. Tax	Total Incl. Tax
1524 - 11050 - 0130 - 4010 - 15 - - 3003 -	819.61	827.02

Approval History

Date And Time	Approver	Approval Status	Comment

Signatures

I have access to the Treasury Board Travel Policy (internal policy for separate employers) and accept the terms and conditions of travel that are in accordance with current policy.

Traveller Name *Jody Wilson-Raybould* **Submit Date** ____________________

Signature

Certified pursuant to section 34 of the Financial Administration Act.

Approver Name *J Wilson-Raybould* **Approval Date** ____________________

Signature

Processor Name ____________________ **Processed Date** ____________________

Signature

Travel Request

Travel Request Name: Prince George BC 16/01/14-15

Traveller Name:	*Jody Wilson-Raybould*	**Online TAN:**	*ANH137611*
TIN:	*A414708*	**Fiscal Year:**	*2015-2016*
Prepared By:	*JOHANNE ROUSSEAU*	**Travel Outside Default Division:**	*N*
Policy Module:	*M3D - Domestic - Overnight Stay*	**Blanket Travel Authority Applied:**	*Yes*
Trip Purpose:	*Core Mandate - Meetings*	**Vendor Code:**	*42152054*
Other Trip Purpose:		**N/A:**	
Alternative To Travel:	*Personal attendance required*	**N/A:**	
Travel Start Date:	*15/01/2016*	**N/A:**	
Travel End Date:	*15/01/2016*	**N/A:**	
Approval Status:	*Approved*	**N/A:**	
Primary Location:	*Prince George BC*	**Event:**	
Secondary Location:			

Comments:

Prince George BC 16/01/14-15

Travel Request Summary

Expense Summary		**Advance Summary**	
Total non-reimbursable expenses:	431.18	**Travel advance:**	0.00
Total reimbursable expenses:	512.35		
	943.53		

Non-Reimbursable Expenses

Expense Type		**Amount**
Commercial Air (estimate direct from OBT) Air Canada	1524 - 11015 - 0130 - 4010 - 15 - - 3003 -	431.18
	Total non-reimbursable expenses	431.18

Reimbursable Expenses

Expense Type		**Amount**
11) Taxi	1524 - 11015 - 0130 - 4010 - 15 - - 3003 -	200.00

Expense Type		Amount
16) Commercial Accommodation	1524 - 11015 - 0130 - 4010 - 15 - - 3003 -	200.00
Coast Hotels Limited		
2) Allowance: Meals, Incidentals & Private Accommodation	1524 - 11015 - 0130 - 4010 - 15 - - 3003 -	112.35

Total reimbursable expenses 512.35

Financial Coding Summary

Financial Coding	Total Excl. Tax	Total Incl. Tax
1524 - 11015 - 0130 - 4010 - 15 - - 3003 -	943.53	943.53

Approval History

Date And Time	Approver	Approval Status	Comment
06/01/2016 17:12:36	Blanket Travel Authority	Approved	
06/01/2016 16:39:16	JOHANNE ROUSSEAU	Selected Approver Changed	
06/01/2016 16:33:46	JOHANNE ROUSSEAU	Selected Approver Changed	

Warning: POLICY BREACH

- No Overnight stay:
Booked on Internet/or on Own

Itinerary Details

PNR: *ND2HDF* **Traveller Type:** *Minister*

Trip Status: *Booked* **Primary Trip Purpose:** *Core Mandate - Meetings*

Flight **(CAD)** **431.18**

AC Air Canada Municipal, Prince George, Canada — Vanc.. **Booking Ref: KRVUBZ**

AC Air Canada Municipal, Prince George, Canada — Vanco.. **Booking Ref: KRVUBZ**

Flight	Departure	Arrival	Class
8212	**Municipal, Prince George, Canada** 15/01/2016 17:50	**Vancouver Intl Arpt, Vancouver, Canada** 15/01/2016 19:05	Premium Economy

Mileage: 0 | **Total CO_2 Emissions:** 85

History

Flight	Departure	Arrival	Class	Changed On
8212	**Municipal, Prince George, Canada** 15/01/2016 17:50	**Vancouver Intl Arpt, Vancouver, Canada** 15/01/2016 19:05	Premium Economy	17/01/2016 01:49
8212	**Municipal, Prince George, Canada** 15/01/2016 17:50	**Vancouver Intl Arpt, Vancouver, Canada** 15/01/2016 19:05	Premium Economy	14/01/2016 21:01
8212	**Municipal, Prince George, Canada** 15/01/2016 17:50	**Vancouver Intl Arpt, Vancouver, Canada** 15/01/2016 19:05	Premium Economy	10/01/2016 22:49
8212	**Municipal, Prince George, Canada** 15/01/2016 17:50	**Vancouver Intl Arpt, Vancouver, Canada** 15/01/2016 19:05	Premium Economy	08/01/2016 21:20
8212	**Municipal, Prince George, Canada** 15/01/2016 17:50	**Vancouver Intl Arpt, Vancouver, Canada** 15/01/2016 19:05	Premium Economy	06/01/2016 22:14

Payment Method: DTEA Cost 431.18

Total Itinerary Cost (CAD) 431.18

Signatures

I have access to the Treasury Board Travel Policy (internal policy for separate employers) and accept the terms and conditions of travel that are in accordance with current policy.

Traveller Name *Jody Wilson-Raybould* **Submit Date** *06/01/2016*

Signature

Submitted on behalf of the Traveller.

Delegate Name *JOHANNE ROUSSEAU* **Submit Date** *06/01/2016*

Signature

Certified pursuant to section 32 of the Financial Administration Act.

Approver Name Blanket - Minister Approval Date ____________________

Signature

Travel Expenses

Traveler's Name JWR
Trip Purpose MMIW Inquiry
Destination Prince George
Departure date Jan 14
Return date Jan 15

Departure time (from home/work)
Are meals provided on flight/train
Yes
No

Multiple destination details
Are meals provided on flight/train
Yes
No

Arrival time (end of travel status)
Are meals provided on flight/train
Yes
No

Allocation - Claimed Meals & Incidental

DATE	BREAKFAST	LUNCH	DINNER	INCIDENTALS
14-1-2016	X	X		✓
15-1-2016	X	X	✓	✓

Additional comments

PLEASE ATTACH RECEIPTS	Provided
Accommodation	
Taxies	
Other	

Completed by: ____________
Date: ____________

s.19(1)

STS SVP
Shared Travel Services | Services de voyage partagés

HRG

E-Ticket Itinerary Receipt and Invoice

06 January 2016

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IMPORTANT INFORMATION
THE REQUEST FOR SEATS ON YOUR FLIGHT AC8211 WAS UNSUCCESSFUL. PLEASE CONTACT YOUR TRAVEL CENTRE TO BOOK YOUR SEATS.

Itinerary details

Trip locator:	ND2HDF
Traveller:	JODY RT HON WILSONRAYBOULD

Account references

Traveller Category :	Non Public Servants
Travel Directive Module :	M3D - Domestic - Overnight stay
THCEE Trip Category :	Core Mandate
Trip Purpose :	~~Core Mandate~~ - Meetings
TAN :	ANH137611
Fiscal Year :	2015-2016
Rationale for not using virtual presence :	Personal attendance required

Itinerary summary

Traffic	Date	From-to/location	Supplier	Times	Class/room	Status
✈	14 Jan 2016	YVR - YXS	AC8211	19:40-20:55	Economy	Booked
✈	15 Jan 2016	YXS - YVR	AC8212	17:50-19:05	Economy	Booked

Frequent flyer cards:

Air Canada
Operated By: Air Canada Express - Jazz
Flight # AC8211

Status: Booked

Departing:	Vancouver Intl Airport, Vancouver, Canada (YVR), Terminal M
Date/time:	14 January 2016, 19:40
Arriving:	Prince George, Prince George, Canada (YXS)
Date/time:	14 January 2016, 20:55
Duration:	1h15m
Aircraft:	De Havilland DHC-8 400 Narrowbody Turboprop
Cabin class:	Economy (W)

Add to calendar

Air Canada
Operated By: Air Canada Express - Jazz
Flight # AC8212

Status: Booked

Departing:	Prince George, Prince George, Canada (YXS)
Date/time:	15 January 2016, 17:50
Arriving:	Vancouver Intl Airport, Vancouver, Canada (YVR), Terminal M
Date/time:	15 January 2016, 19:05
Duration:	1h15m
Aircraft:	De Havilland DHC-8 400 Narrowbody Turboprop
Cabin class:	Economy (W)

Add to calendar

Fare details

Fare accepted:	342.40 CAD
Taxes and fees:	20.53 XG / 0.00 RC / 0.00 XQ / 68.25 XT
Total amount:	431.18 CAD
Fare routing:	YXS - YVR

Service Fees

Fee 1 Base:	34.00 CAD
Fee 1 Taxes:	1.70 CAD GST
Fee 1 Total:	35.70 CAD

GENERAL INFORMATION
****
VENDOR TICKET NUMBER-2157121044
****
VENDOR NAME-AIR CANADA
VENDOR LOCATOR-KRVUBZ
****

GST REGISTRATION NO. R136445095 QST REGISTRATION NO. TVQ M1015857826

GST is represented by tax code XG; HST is represented by tax code RC; QST is represented by tax code XQ.

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FOR FLIGHTS WITHIN CANADA ALL PASSENGERS MUST PRESENT ONE PIECE OF VALID GOVERNMENT ISSUED PHOTO IDENTIFICATION THAT INCLUDES NAME / DATE OF BIRTH AND GENDER.

FOR FLIGHTS TO/FROM THE UNITED STATES ALL PASSENGERS ARE REQUIRED TO PRESENT A VALID PASSPORT.

CITIZENS OF COUNTRIES OTHER THAN CANADA AND THE UNITED STATES SHOULD CONTACT THEIR CONSULATE OR EMBASSY FOR BOARDING REQUIREMENTS OR CONSULT HRG GOVERNMENT TRAVEL SERVICE.

PROOF OF ONWARD OR RETURN TRAVEL MAY BE REQUIRED AT CHECK-IN.

PASSPORT AND VISA REQUIREMENTS:

PLEASE ENSURE PASSPORT IS VALID FOR 6 MONTHS BEYOND EXPECTED RETURN DATE.

ALL CHILDREN REGARDLESS OF AGE MUST HAVE THEIR OWN PASSPORT

CITIZENS OF COUNTRIES OTHER THAN CANADA AND THE UNITED STATES SHOULD CONTACT THE CONSULATE OR EMBASSY FOR PASSPORT AND VISA REQUIREMENTS OR CONSULT HRG GOVERNMENT TRAVEL SERVICE.

CHECK-IN:

* PLEASE ALLOW 2HRS FOR DOMESTIC (CANADA); TRANSBORDER (USA) CHECK-IN

* ALLOW 3HRS FOR ALL INTERNATIONAL CHECK-IN

THE AIRLINES RESERVE THE RIGHT TO DENY BOARDING IF MINIMUM CHECK-IN TIMES ARE NOT MET

FLIGHT TIMES ARE SUBJECT TO CHANGE; PLEASE RE-CONFIRM FLIGHT TIMES PRIOR TO DEPARTURE.

IF YOU ARE TRAVELLING TO AN INTERNATIONAL DESTINATION, PLEASE RECONFIRM YOUR RESERVATIONS 72 HOURS PRIOR TO DEPARTURE DIRECTLY WITH THE AIR CARRIER.

FOR FREE BAGGAGE ALLOWANCE AND/OR APPLICABLE FEES FOR CARRY-ON//CHECKED BAGGAGE RELATED TO YOUR FLIGHT - PLEASE VERIFY THE CARRIERS WEBSITE.

s.18(a)
s.19(1)

COAST inn of the north

770 Brunswick Street,
Prince George, BC V2L 2C2
Tel: (250) 563 0121
Fax: (250) 563 1948

Ms Jody Wilson-Raybould

Invoice

Invoice date	1/15/2016
Invoice number	204250
Our reference	CIN-FC295369 /A
GST Number	10103 5467 RT0006

Guest **Ms Jody Wilson-Raybould** Arrival **1/14/2016** Departure **1/15/2016** Room **320**

Date	Description	Quantity	Unit Price	Total ()
1/14/2016	Room Charge	1	162.00	162.00
1/14/2016	GST Taxes	1	8.10	8.10
1/14/2016	Hotel Room Tax 8%	1	12.96	12.96
1/14/2016	Municipal Room Tax 2%	1	3.24	3.24

		Total invoice	**186.30**
1/15/2016	Auth: 004105		-186.30
		Total Paid	**-186.30**
		Total Due	**0.00**

Total GST 8.10

I agree that my liability for any charges incurred by me is not waived and agree to be held personally liable in the event that the indicated person, company or association fails to pay for any part of the full amount of these charges. Interest will be charged on any overdue balance.

Signature X ______________________

Please complete the online TripAdvisor survey at www.tripadvisor.ca and you will be entered to win a $ 100.00 gift certificate.

For reservations: www.coasthotels.com or 1-800-663-1144

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BMO Financial Group

reçu le 16.2.2016
AT

Statement

Account Name:	VAILLANCOURT, DANIELLE	**Card Number:**	
Company Name:	JUS/JUS	**Account Limit:**	$ 25,000.00
TIN:	D698257		
Statement Date (MM/DD/YYYY):	02/05/2016	**Currency:**	CANADIAN DOLLAR
Payment Due Date (MM/DD/YYYY):	03/03/2016	**Past Due Balance:**	$ 0.00
		Balance Due:	$ 186.30

Statement Summary:

Previous Balance:	$ 0.00
Payments:	$ 0.00
Adjustments:	$ 0.00
Net Purchases:	$ 186.30
Cash Advance:	$ 0.00
Fees:	$ 0.00
Other Charges:	$ 0.00
Current Balance:	$ 186.30

Interest Charges and rates:

Item	Purchase/Other	Cash Advances
Interest charges on this statement ($)	$ 0.00	$ 0.00
Annual interest rate next period (%)	0.00000 %	0.00000 %
Daily interest rate next period (%)	0.00000 %	0.00000 %

Transaction Summary:

Trans Date	Posting Date Trans ID	Description GL/Customer Code	Pre-Tax Amount Auth #	Total Tax TAN	Trans Amount TIN
01/15	01/15 50063	COAST INN OF THE NORTH	$ 186.30 004105	$ 0.00	$ 186.30 D698257

Check In Date 01/14/2016
Check Out Date 01/15/2016
Number of Nights 1
Billing Adjustment U

TOTAL CREDITS		$ 0.00
TOTAL DEBITS		$ 186.30

s.18(a)

BMO Financial Group

PAYMENT INFORMATION:

You can mail your payment to:

BMO MasterCard - Payment Centre
P.O. Box 6044, Station Centre-Ville,
Montreal, QC H3C 3X2

You may send your payment via overnight mail to:

BMO MasterCard - Payment Centre
800 Rue de la Gauchetiere O, Suite 5600
Montreal, QC H5A 1K8
Transit # 3780

A fee will be assessed against returned cheques.

Lost or Stolen Card:

If you would like to report a lost or stolen card or need emergency card services:

From Canada or the Continental U.S. (Alaska, Hawaii, Puerto Rico and the Virgin Islands), call Toll Free 1-866-857-3578

From elsewhere, call collect 613-822-3873

Customer Service:

Service Representatives are available to assist you 24 hours a day, seven days a week. Please have account number information ready.

Local: Call 613-822-3873
Toll-free: Call 1-866-857-3578
Outside Canada & USA: Call collect 613-822-3873

If you are paying by mail:

- Write your MasterCard number on your cheque or money order
- Do not staple your cheque or money order to this payment slip
- Do not send cash through the mail
- Return the payment slip with your payment

You have many convenient ways to pay:

- Pre-Authorized Debit
- Telephone
- Internet
- By Mail
- In Person

BMO Financial Group

P.O. BOX 187, STATION F
TORONTO, ON M4Y 2L5

Account Number:	
Total Due:	$186.30
Payment Due Date:	Mar. 3, 2016

Amount you're paying ($):

VAILLANCOURT, DANIELLE

IMPORTANT PAYMENT INFORMATION:

If you're paying by mail, please make your cheque or money order payable to: BMO Bank of Montreal. Mail your payment to: BMO MasterCard Payment Centre, P.O. Box 6044, Station Centre-Ville, Montreal, QC H3C 3X2

000018630 00018630

National

RA # 169328667

Bill Ref# 15021626887

Renter Name JODY WILSON

s.19(1)

GST/HST 104877618

GOVERNMENT OF CANADA
Contract ID

Rental Location
PRINCE GEORGE ARPT
4141 AIRPORT RD
PRINCE GEORGE BC V2L 2Y7

14-JAN-2016 09:20 PM
Phone (250)963 7473

Return Location
PRINCE GEORGE ARPT

15-JAN-2016 04:14 PM

Charges	No	Unit	Price/Unit	Amount	
TIME & DISTANCE	1	Days	43.00	43.00	*
UNLIMITED MILES/KM - TIME & DIST		M/Kms		0.00	*
CONCESSION RECOUP FEE 14.5 PCT			46.99	6.81	*
PVRT BC 1.50/DAY	1	Days	1.50	1.50	*
VEHICLE LICENSE RECOUP 3.99/DAY	1	Days	3.99	3.99	*
CA PST B C @7.000 %			53.80	3.77	
CA GOODS/SCV TAX B C @5.000 %			55.30	2.77	

Vehicle # YXTC5134
Model CRUZE
Class Driven ICAR
Class Charge ICAR
License# BB877VSNO
State/Province BRITISH COLUMBIA
M/Kms Driven 30
M/Kms Out 11037
M/Kms In 11067

Rate Info

Messages

* Taxable Items
Subject to Audit
Your Emerald Club Number is

Total Charges CAD 61.84

Payments
American Express
AUTH: 188805 15-JAN-2016 61.84 Payment -61.84

Customer Service Number 1-800-468-3334

Emerald Club rental credits will be posted within 24 hours

Amount Due CAD 0.00

s.19(1)

YELLOW CAB
VANCOUVER, B.C., CANADA

604 681-1111

DATE JAN 14/16

RECEIVED FROM ____________________

$ 32.00

FROM ____________ TO YVR

CAB NO. ____________ DRIVER ____________

AIRPORT SERVICE • 24 Hour Courier • *Serving you since 1921*

AT A PAYPHONE? CALL: 1-800-898-TAXI(8294) NO COINS NEEDED

GST INCLUDED

TTY LINE (hearing impaired) 604 258-4747 GST # R105762496

29

Expense Report Statement

Expense Report Name: Meetings Jan 16-22 2016-1

Traveller Name: *Jody Wilson-Raybould*

TIN: *A414708*

Prepared By: *JOHANNE ROUSSEAU*

Policy Module: *M3D - Domestic - Overnight Stay*

Trip Purpose: *Core Mandate - Meetings*

Other Trip Purpose:

Travel Request Name: *Meetings 16/01/16-22*

Travel Start Date: *16/01/2016*

Travel End Date: *22/01/2016*

ER Approval Status: *Approval Required*

Primary Location: *Saint John NB*

Secondary Location: *Quebec City QC*

Comments:

Online TAN: *ANH166937*

Fiscal Year: *2015-2016*

Travel Outside Default Division: *N*

Vendor Code: *42152054*

Event:

Expense Report Summary

Expense Summary

Total allocated expenses :	**6,841.44**
(Minus) Total non-reimbursable expenses :	5,338.64
Total reimbursable expenses :	**1,502.80**
Total due traveller :	**1,502.80**

Non-Reimbursable Expenses

Expense Type	Date		Foreign Amount	Tax Amount	Amount
25) Transaction/Service Charges	15/01/2016	1524 - 11050 - 0130 - 4010 - 15 - - 3003 -			35.70
Hrg Anh166937 5.01					35.70
Hrg Anh166937 5.10					
25) Transaction/Service Charges	18/01/2016	1524 - 11050 - 0130 - 4010 - 15 - - 3003 -			62.48
Hrg Anh166937 5.01					62.48
Hrg Anh166937 5.10					

Expense Type	Date		Foreign Amount	Tax Amount		Amount
5) Commercial Air	13/01/2016	1524 - 11050 - 0130 - 4010 - 15 - - 3003 -				4,580.49
Air Can 0142157471262						4,580.49
Manual Prepaid						
Air Canada.						
5) Commercial Air	15/01/2016	1524 - 11050 - 0130 - 4010 - 15 - - 3003 -				659.97
Air Can 0142157471262						659.97
Manual Prepaid						
Air Canada						

Total non-reimbursable expenses (CAD) 5,338.64

Reimbursable Expenses

Expense Type	Date		Foreign Amount	Tax Amount		Amount
11) Taxi	22/01/2016	1524 - 11050 - 0130 - 4010 - 15 - - 3003 - 8500 - 0130 - 0000 - 10006 - 82 - - -		QC*G ...	5.69	41.31
						47.00
travel between hotel and airport						
16) Commercial Accommodation	21/01/2016	1524 - 11050 - 0130 - 4010 - 15 - - 3003 - 8500 - 0130 - 0000 - 10006 - 82 - - -		QC*G ...	19.49	141.58
						161.07
Other						
16) Commercial Accommodation	19/01/2016	1524 - 11050 - 0130 - 4010 - 15 - - 3003 - 8500 - 0130 - 0000 - 10006 - 82 - - -		ON*HST	23.49	195.75
						219.24
Sheraton Hotels Corporation						
16) Commercial Accommodation	17/01/2016	1524 - 11050 - 0130 - 4010 - 15 - - 3003 - 8500 - 0130 - 0000 - 10006 - 82 - - -		ON*HST	23.49	195.75
						219.24
Sheraton Hotels Corporation						

Expense Type	Date		Foreign Amount	Tax Amount		Amount
16) Commercial Accommodation Delta Hotels And Resorts	22/01/2016	1524 - 11050 - 0130 - 4010 - 15 - - 3003 - 8500 - 0130 - 0000 - 10006 - 82 - - -		QC*G ...	18.58	134.94 153.52
16) Commercial Accommodation Marriott Hotels And Resorts	19/01/2016	1524 - 11050 - 0130 - 4010 - 15 - - 3003 - 8500 - 0130 - 0000 - 10006 - 82 - - -		NB*HST	34.32	285.96 320.28
2) Allowance: Meals, Incidentals & Private Accommodation	16/01/2016	1524 - 11050 - 0130 - 4010 - 15 - - 3003 - 8500 - 0130 - 0000 - 10006 - 82 - - -		QC#G ...	19.22	119.73 138.95
	16/01/2016	1524 - 11050 - 0130 - 4010 - 15 - - 3003 - 8500 - 0130 - 0000 - 10006 - 82 - - -		NB#HST	12.15	93.45 105.60
	16/01/2016	1524 - 11050 - 0130 - 4010 - 15 - - 3003 - 8500 - 0130 - 0000 - 10006 - 82 - - -		QC#G ...	7.18	44.72 51.90
	16/01/2016	1524 - 11050 - 0130 - 4010 - 15 - - 3003 - 8500 - 0130 - 0000 - 10006 - 82 - - -		NB#HST	3.98	30.62 34.60
	16/01/2016	1524 - 11050 - 0130 - 4010 - 15 - - 3003 - 8500 - 0130 - 0000 - 10006 - 82 - - -		CA#G ...	0.82	16.48 17.30
	16/01/2016	1524 - 11050 - 0130 - 4010 - 15 - - 3003 - 8500 - 0130 - 0000 - 10006 - 82 - - -		ON#HST	1.99	15.31 17.30
	16/01/2016	1524 - 11050 - 0130 - 4010 - 15 - - 3003 - 8500 - 0130 - 0000 - 10006 - 82 - - -		ON#HST	1.93	14.87 16.80

Total reimbursable expenses (CAD) 1,502.80

Tax Coding Summary

GST	Total Amount
8500 - 0130 - 0000 - 10006 - 82 - - -	70.98

HST	Total Amount

8500 - 0130 - 0000 - 10006 - 82 - - -   101.35

Financial Coding Summary

Financial Coding	Total Excl. Tax	Total Incl. Tax
1524 - 11050 - 0130 - 4010 - 15 - - 3003 -	6,669.11	6,841.44

Approval History

Date And Time	Approver	Approval Status	Comment
10/03/2016 17:43:25	Joelle Landry	Comments Submitted	Some flights were paid by PCO Taxis not claimed when covered by other travellers

Signatures

I have access to the Treasury Board Travel Policy (internal policy for separate employers) and accept the terms and conditions of travel that are in accordance with current policy.

Traveller Name *Jody Wilson-Raybould* **Submit Date** ______________________

Signature

Certified pursuant to section 34 of the Financial Administration Act.

Approver Name *J Wilson-Raybould* **Approval Date** ______________________

Signature

Processor Name ______________________ **Processed Date** ______________________

Signature

Travel Request

Travel Request Name: Meetings 16/01/16-22

Traveller Name:	*Jody Wilson-Raybould*	**Online TAN:**	*ANH166937*
TIN:	*A414708*	**Fiscal Year:**	*2015-2016*
Prepared By:	*JOHANNE ROUSSEAU*	**Travel Outside Default Division:**	*N*
Policy Module:	*M3D - Domestic - Overnight Stay*	**Blanket Travel Authority Applied:**	*Yes*
Trip Purpose:	*Core Mandate - Meetings*	**Vendor Code:**	*42152054*
Other Trip Purpose:		**N/A:**	
Alternative To Travel:	*Personal attendance required*	**N/A:**	
Travel Start Date:	*16/01/2016*	**N/A:**	
Travel End Date:	*22/01/2016*	**N/A:**	
Approval Status:	*Approved*	**N/A:**	
Primary Location:	*Saint John NB*	**Event:**	
Secondary Location:	*Quebec City QC*		

Comments:

Meetings 16/01/16-22

Travel Request Summary

Expense Summary

Total non-reimbursable expenses:	4,580.49
Total reimbursable expenses:	2,115.35
	6,695.84

Advance Summary

Travel advance:	0.00

Non-Reimbursable Expenses

Expense Type		Amount
Commercial Air (estimate direct from OBT) Air Canada	1524 - 11001 - 0130 - 4010 - 15 - - 3003 -	4,580.49
	Total non-reimbursable expenses	4,580.49

Reimbursable Expenses

Expense Type		Amount
11) Taxi	1524 - 11001 - 0130 - 4010 - 15 - - 3003 -	250.00

Expense Type		Amount
16) Commercial Accommodation	1524 - 11001 - 0130 - 4010 - 15 - - 3003 -	1,200.00
Other		
2) Allowance: Meals, Incidentals & Private Accommodation	1524 - 11001 - 0130 - 4010 - 15 - - 3003 -	665.35
	Total reimbursable expenses	2,115.35

Financial Coding Summary

Financial Coding	Total Excl. Tax	Total Incl. Tax
1524 - 11001 - 0130 - 4010 - 15 - - 3003 -	6,695.84	6,695.84

Approval History

Date And Time	Approver	Approval Status	Comment
13/01/2016 19:07:52	Blanket Travel Authority	Approved	
13/01/2016 19:07:38	JOHANNE ROUSSEAU	Selected Approver Changed	

Warning: POLICY BREACH

- **No Overnight stay:**
  Booked on Internet/or on Own
- **BFOD North America CAD50:**
  Declined - Departure / arrival times
- **Economy Class:**
  Declined - Departure / arrival times
- **BFOD North America CAD50:**
  Declined - Departure / arrival times
- **Economy Class:**
- **BFOD North America CAD50:**
  Declined - Departure / arrival times
- **BFOD North America CAD50:**
  Declined - Departure / arrival times
- **BFOD North America CAD50:**
  Declined - Departure / arrival times
- **BFOD North America CAD50:**
  Declined - Departure / arrival times
- **Economy Class:**

Itinerary Details

PNR:	*N0VL02*	**Traveller Type:**	*Minister*
Trip Status:	*Booked*	**Primary Trip Purpose:**	*Core Mandate - Meetings*

Flight **(CAD)** **4,580.49**

AC Air Canada Vancouver Intl Arpt, Vancouver, Canada — ... **Booking Ref: P2X6CZ**

Flight	Departure	Arrival	Class
102	Vancouver Intl Arpt, Vancouver, Canada 16/01/2016 14:00	Pearson International, Toronto, Canada 16/01/2016 21:20	Economy

Mileage: 0 | Total CO_2 Emissions: 552

History

Flight	Departure	Arrival	Class	Changed On
102	Vancouver Intl Arpt, Vancouver, Canada 16/01/2016 14:00	Pearson International, Toronto, Canada 16/01/2016 21:20	Economy	14/01/2016 00:09

Payment Method: DTEA Cost 4,580.49

AC Air Canada Pearson International, Toronto, Canada — ... **Booking Ref: P2X6CZ**

Flight	Departure	Arrival	Class
8972	Pearson International, Toronto, Canada 16/01/2016 22:05	Municipal, St John, Canada 17/01/2016 01:11	Economy

Mileage: 0 | Total CO_2 Emissions: 183

History

Flight	Departure	Arrival	Class	Changed On
8972	Pearson International, Toronto, Canada 16/01/2016 22:05	Municipal, St John, Canada 17/01/2016 01:11	Economy	14/01/2016 00:09

Payment Method: DTEA Cost 0.00

AC Air Canada Municipal, Fredericton, Canada — Pearson.. **Booking Ref: P2X6CZ**

Flight	Departure	Arrival	Class
8959	Municipal, Fredericton, Canada 19/01/2016 16:30	Pearson International, Toronto, Canada 19/01/2016 17:59	Economy

Mileage: 0 | Total CO_2 Emissions: 175

AC Air Canada Vancouver Intl Arpt, Vancouver, Canada — ... **Booking Ref: P2X6CZ**

History

Flight	Departure	Arrival	Class	Changed On
8959	**Municipal, Fredericton, Canada** 19/01/2016 16:30	**Pearson International, Toronto, Canada** 19/01/2016 17:59	Economy	14/01/2016 00:09

Payment Method: DTEA Cost 0.00

AC Air Canada Pearson International, Toronto, Canada — ... **Booking Ref: P2X6CZ**

Flight	Departure	Arrival	Class
8910	**Pearson International, Toronto, Canada** 20/01/2016 08:10	**Municipal / International, Quebec, Canada** 20/01/2016 09:47	Premium Economy

Mileage: 0 | **Total CO_2 Emissions:** 121

History

Flight	Departure	Arrival	Class	Changed On
8910	**Pearson International, Toronto, Canada** 20/01/2016 08:10	**Municipal / International, Quebec, Canada** 20/01/2016 09:47	Premium Economy	14/01/2016 00:09

Payment Method: DTEA Cost 0.00

AC Air Canada Municipal / International, Quebec, Canada ... **Booking Ref: P2X6CZ**

Flight	Departure	Arrival	Class
8729	**Municipal / International, Quebec, Canada** 21/01/2016 19:00	**Montreal Trudeau, Montreal, Canada** 21/01/2016 19:49	Economy

Mileage: 0 | **Total CO_2 Emissions:** 39

History

Flight	Departure	Arrival	Class	Changed On
8729	**Municipal / International, Quebec, Canada** 21/01/2016 19:00	**Montreal Trudeau, Montreal, Canada** 21/01/2016 19:49	Economy	14/01/2016 00:09

Payment Method: DTEA Cost 0.00

AC Air Canada Montreal Trudeau, Montreal, Canada — Van.. **Booking Ref: P2X6CZ**

AC Air Canada Vancouver Intl Arpt, Vancouver, Canada — ... **Booking Ref: P2X6CZ**

Flight	Departure	Arrival	Class
195	**Montreal Trudeau, Montreal, Canada** 22/01/2016 18:50	**Vancouver Intl Arpt, Vancouver, Canada** 22/01/2016 21:22	Economy

Mileage: 0 | **Total CO_2 Emissions:** 608

History

Flight	Departure	Arrival	Class	Changed On
195	**Montreal Trudeau, Montreal, Canada** 22/01/2016 18:50	**Vancouver Intl Arpt, Vancouver, Canada** 22/01/2016 21:22	Economy	14/01/2016 00:09

Payment Method: DTEA Cost 0.00

Total Itinerary Cost (CAD) 4,580.49

Signatures

I have access to the Treasury Board Travel Policy (internal policy for separate employers) and accept the terms and conditions of travel that are in accordance with current policy.

Traveller Name *Jody Wilson-Raybould* **Submit Date** *14/01/2016*

Signature

Submitted on behalf of the Traveller.

Delegate Name *JOHANNE ROUSSEAU* **Submit Date** *14/01/2016*

Signature

Certified pursuant to section 32 of the Financial Administration Act.

Approver Name Blanket - Minister **Approval Date** ____________

Signature

Travel Expenses

Traveler's Name JWR

Trip Purpose Cabinet Retreat / FPT Ministers of Justice Meeting / MMIW

Destination St. Andrews by the Sea / Quebec City / Montréal.

Departure date Jan. 16

Return date Jan. 23

Departure time (from home/work) Home - 2:00 pm

Are meals provided on flight/train: (Yes) circled / No

Multiple destination details

Are meals provided on flight/train: Yes / No

Arrival time (end of travel status) Home Jan. 23 @ 1:30 am.

Are meals provided on flight/train: Yes / No

Allocation - Claimed Meals & Incidental

DATE	BREAKFAST	LUNCH	DINNER	INCIDENTALS
Jan 16 Vancouver - Toronto	—	—	—	✓
Jan 17 Toronto - St. John, NB.	—	✓	—	✓
Jan 18 —	[—]	[—]	✓	✓
Jan 19 Fredericton - Toronto	[—]	✓	✓	✓
Jan 20 Toronto - Quebec City	—	✓	✓	✓
Jan 21 Qc City - Montréal	[—]	—	✓	✓
Jan 22 Montréal - Vancouver	✓	✓	—	✓
Jan 23 - arrival date				[✓]

(Jan 17–19, bracketed:) Cabinet Retreat 7 meals provided

Additional comments

Jan 17 & 20 - Breakfast included in hotel fees (Sheraton).

Arrivée à St. John NB - Départ de Fredericton NB Transport assuré par navettes - offert par PCO.

PLEASE ATTACH RECEIPTS	Provided	Prepaid Expenses
Flight/Train	✓	✓
Accommodation	✓ (4)	
Taxis	✓	
Other		

Completed by: [signature]

Date: March 5, 2016

s.19(1)

STS SVP
Shared Travel Services / Services de voyage partagés

HRG

E-Ticket Itinerary Receipt and Invoice

13 January 2016

THANK YOU FOR BOOKING WITH THE HOGG ROBINSON GROUP (HRG) GOVERNMENT OF CANADA TRAVEL SERVICES. THIS DOCUMENTATION CONFIRMS YOUR TRAVEL ARRANGEMENTS.

THE INFORMATION CONTAINED IN THIS DOCUMENT IS PROVIDED BY HRG NORTH AMERICA VIA TRAVELPORT AND OTHER THIRD-PARTY VENDORS. AS SUCH, SOME CONTENT IS AVAILABLE IN ENGLISH ONLY.

PLEASE REVIEW TO ENSURE THAT ALL INFORMATION IS CORRECT.

TRAVELLERS ARE RESPONSIBLE FOR VERIFYING THEIR TRAVEL DOCUMENTS UPON RECEIPT.

ACCEPTANCE OF YOUR ITINERARY CONSTITUTES AGREEMENT WITH ITS CONTENTS.

ANY DISCREPANCY MUST BE REPORTED TO HRG NORTH AMERICA PRIOR TO 8PM EST THE SAME BUSINESS DAY.

HRG WILL NOT INCREASE THE PRICE AFTER TICKET ISSUANCE.

Itinerary details

Trip locator:	N0VL02
Traveller:	JODY RT HON WILSONRAYBOULD

Account references

Traveller Category :	Non Public Servants
Travel Directive Module :	M3D - Domestic - Overnight stay
THCEE Trip Category :	Core Mandate
Trip Purpose :	Core Mandate - Meetings
TAN :	ANH166937
Fiscal Year :	2015-2016
Rationale for not using virtual presence :	Personal attendance required

Itinerary summary

Traffic	Date	From-to/location	Supplier	Times	Class/room	Status
✈	16 Jan 2016	YVR - YYZ	AC102	14:00-21:20	Business	Booked
✈	16 Jan 2016	YYZ - YSJ	AC8972	22:05-01:11	Economy	Booked
✈	19 Jan 2016	YFC - YYZ	AC8959	16:30-17:59	Economy	Booked
✈	20 Jan 2016	YYZ - YQB	AC8910	08:10-09:47	Economy	Booked
✈	21 Jan 2016	YQB - YUL	AC8729	19:00-19:49	Economy	Booked
✈	22 Jan 2016	YUL - YVR	AC195	18:50-21:22	Business	Booked

Frequent flyer cards:

Air Canada
Flight # AC102

Status: Booked

Departing:	Vancouver Intl Airport, Vancouver, Canada (YVR), Terminal M
Date/time:	16 January 2016, 14:00
Arriving:	Pearson International, Toronto, Canada (YYZ), Terminal 1
Date/time:	16 January 2016, 21:20
Duration:	4h20m
Aircraft:	Boeing 777-300ER Widebody Jet
Cabin class:	Business (P)

Add to calendar

Air Canada
Operated By: Air Canada Express - Jazz
Flight # AC8972
Status: Booked

Departing:	Pearson International, Toronto, Canada (YYZ), Terminal 1
Date/time:	16 January 2016, 22:05
Arriving:	Saint John, Saint John, Canada (YSJ)
Date/time:	17 January 2016, 01:11
Duration:	2h6m
Aircraft:	De Havilland DHC-8 400 Narrowbody Turboprop
Cabin class:	Economy (M)

Add to calendar

Air Canada
Operated By: Air Canada Express - Jazz
Flight # AC8959
Status: Booked

Departing:	Fredericton, Fredericton, Canada (YFC)
Date/time:	19 January 2016, 16:30
Arriving:	Pearson International, Toronto, Canada (YYZ), Terminal 1
Date/time:	19 January 2016, 17:59
Duration:	2h29m
Aircraft:	De Havilland DHC-8 400 Narrowbody Turboprop
Cabin class:	Economy (B)

Add to calendar

Air Canada
Operated By: Air Canada Express - Jazz
Flight # AC8910
Status: Booked

Departing:	Pearson International, Toronto, Canada (YYZ), Terminal 1
Date/time:	20 January 2016, 08:10
Arriving:	Québec/Jean Lesage International, Quebec, Canada (YQB)
Date/time:	20 January 2016, 09:47
Duration:	1h37m
Aircraft:	De Havilland DHC-8 400 Narrowbody Turboprop
Cabin class:	Economy (W)

Add to calendar

Air Canada
Operated By: Air Canada Express - Jazz
Flight # AC8729
Status: Booked

Departing:	Québec/Jean Lesage International, Quebec, Canada (YQB)
Date/time:	21 January 2016, 19:00
Arriving:	Montreal Trudeau, Montreal, Canada (YUL)
Date/time:	21 January 2016, 19:49
Duration:	0h49m
Aircraft:	De Havilland DHC-8 400 Narrowbody Turboprop
Cabin class:	Economy (V)

Add to calendar

Air Canada
Flight # AC195
Status: Booked

Departing:	Montreal Trudeau, Montreal, Canada (YUL)
Date/time:	22 January 2016, 18:50
Arriving:	Vancouver Intl Airport, Vancouver, Canada (YVR), Terminal M
Date/time:	22 January 2016, 21:22
Duration:	5h32m
Aircraft:	Boeing 777-300ER Widebody Jet
Cabin class:	Business (P)

Add to calendar

Air Canada
Operated By: Air Canada Express - Jazz
Flight # AC8972
Status: Booked

Departing:	Pearson International, Toronto, Canada (YYZ), Terminal 1
Date/time:	16 January 2016, 22:05
Arriving:	Saint John, Saint John, Canada (YSJ)
Date/time:	17 January 2016, 01:11
Duration:	2h6m
Aircraft:	De Havilland DHC-8 400 Narrowbody Turboprop
Cabin class:	Economy (M)

Add to calendar

Air Canada
Operated By: Air Canada Express - Jazz
Flight # AC8959
Status: Booked

Departing:	Fredericton, Fredericton, Canada (YFC)
Date/time:	19 January 2016, 16:30
Arriving:	Pearson International, Toronto, Canada (YYZ), Terminal 1
Date/time:	19 January 2016, 17:59
Duration:	2h29m
Aircraft:	De Havilland DHC-8 400 Narrowbody Turboprop
Cabin class:	Economy (B)

Add to calendar

Air Canada
Operated By: Air Canada Express - Jazz
Flight # AC8910
Status: Booked

Departing:	Pearson International, Toronto, Canada (YYZ), Terminal 1
Date/time:	20 January 2016, 08:10
Arriving:	Québec/Jean Lesage International, Quebec, Canada (YQB)
Date/time:	20 January 2016, 09:47
Duration:	1h37m
Aircraft:	De Havilland DHC-8 400 Narrowbody Turboprop
Cabin class:	Economy (W)

Add to calendar

Air Canada
Operated By: Air Canada Express - Jazz
Flight # AC8729
Status: Booked

Departing:	Québec/Jean Lesage International, Quebec, Canada (YQB)
Date/time:	21 January 2016, 19:00
Arriving:	Montreal Trudeau, Montreal, Canada (YUL)
Date/time:	21 January 2016, 19:49
Duration:	0h49m
Aircraft:	De Havilland DHC-8 400 Narrowbody Turboprop
Cabin class:	Economy (V)

Add to calendar

Air Canada
Flight # AC195
Status: Booked

Departing:	Montreal Trudeau, Montreal, Canada (YUL)
Date/time:	22 January 2016, 18:50
Arriving:	Vancouver Intl Airport, Vancouver, Canada (YVR), Terminal M
Date/time:	22 January 2016, 21:22
Duration:	5h32m
Aircraft:	Boeing 777-300ER Widebody Jet
Cabin class:	Business (P)

Add to calendar

Fare details

Fare accepted:	3529.87 CAD
Taxes and fees:	215.21 XG / 6.37 RC / 5.79 XQ / 823.25 XT
Total amount:	4580.49 CAD
Fare routing:	YQB - YUL

Fare details

Fare accepted:	3529.87 CAD
Taxes and fees:	215.21 XG / 6.37 RC / 5.79 XQ / 823.25 XT
Total amount:	4580.49 CAD
Fare routing:	YUL - YVR

#1

Service Fees

Fee 1 Base:	34.00 CAD
Fee 1 Taxes:	1.70 CAD GST
Fee 1 Total:	35.70 CAD

#2

GENERAL INFORMATION
****
VENDOR TICKET NUMBER-2157471262
VENDOR TICKET NUMBER-2157471263
****
VENDOR NAME-AIR CANADA
VENDOR LOCATOR-P2X6CZ
****

GST REGISTRATION NO. R136445095 QST REGISTRATION NO. TVQ M1015857826

GST is represented by tax code XG; HST is represented by tax code RC; QST is represented by tax code XQ.

FOR ASSISTANCE OR IN TRANSIT EMERGENCY SERVICE PLEASE CONTACT HRG ANYTIME AT 1-866-857-3578 WITHIN NORTH AMERICA OR FROM OUTSIDE CANADA / USA; CALL COLLECT AT 1-613-822-3873.

FOR CREDIT CARD SUPPORT DUE TO LOST OR STOLEN CARDS PLEASE USE PHONE NUMBER ABOVE; SELECT OPTION 4 IMPORTANT; THE NAME ON THE IDENTIFICATION MUST MATCH THE NAME ON THE RESERVATION; BOARDING PASS.

FOR FLIGHTS WITHIN CANADA ALL PASSENGERS MUST PRESENT ONE PIECE OF VALID GOVERNMENT ISSUED PHOTO IDENTIFICATION THAT INCLUDES NAME / DATE OF BIRTH AND GENDER.

FOR FLIGHTS TO/FROM THE UNITED STATES ALL PASSENGERS ARE REQUIRED TO PRESENT A VALID PASSPORT.

CITIZENS OF COUNTRIES OTHER THAN CANADA AND THE UNITED STATES SHOULD CONTACT THEIR CONSULATE OR EMBASSY FOR BOARDING REQUIREMENTS OR CONSULT HRG GOVERNMENT TRAVEL SERVICE.

PROOF OF ONWARD OR RETURN TRAVEL MAY BE REQUIRED AT CHECK-IN.

PASSPORT AND VISA REQUIREMENTS:

PLEASE ENSURE PASSPORT IS VALID FOR 6 MONTHS BEYOND EXPECTED RETURN DATE.

ALL CHILDREN REGARDLESS OF AGE MUST HAVE THEIR OWN PASSPORT

CITIZENS OF COUNTRIES OTHER THAN CANADA AND THE UNITED STATES SHOULD CONTACT THE CONSULATE OR EMBASSY FOR PASSPORT AND VISA REQUIREMENTS OR CONSULT HRG GOVERNMENT TRAVEL SERVICE.

CHECK-IN:

* PLEASE ALLOW 2HRS FOR DOMESTIC (CANADA); TRANSBORDER (USA) CHECK-IN

* ALLOW 3HRS FOR ALL INTERNATIONAL CHECK-IN

THE AIRLINES RESERVE THE RIGHT TO DENY BOARDING IF MINIMUM CHECK-IN TIMES ARE NOT MET

FLIGHT TIMES ARE SUBJECT TO CHANGE; PLEASE RE-CONFIRM FLIGHT TIMES PRIOR TO DEPARTURE.

IF YOU ARE TRAVELLING TO AN INTERNATIONAL DESTINATION, PLEASE RECONFIRM YOUR RESERVATIONS 72 HOURS PRIOR TO DEPARTURE DIRECTLY WITH THE AIR CARRIER.

FOR FREE BAGGAGE ALLOWANCE AND/OR APPLICABLE FEES FOR CARRY-ON//CHECKED BAGGAGE RELATED TO YOUR FLIGHT - PLEASE VERIFY THE CARRIERS WEBSITE.

ACCOMMODATIONS:

PLEASE VERIFY THE RATE AT CHECK-IN AS LOCAL MARKET CONDITIONS MAY DICTATE A LOWER RATE.

THE SUPPLIERS PROVIDING SERVICES FOR YOUR RESERVATION MAY HAVE IMPOSED RESTRICTIONS CONCERNING THE ABILITY TO CHANGE OR MODIFY YOUR RESERVATION. THE DETAILS OF THESE RESTRICTIONS WERE PROVIDED EITHER TO YOU OR TO THE PERSON MAKING THE RESERVATION ON YOUR BEHALF. DURING THE ONLINE RESERVATION PROCESS THESE RESTRICTIONS WERE ACCEPTED PRIOR TO SUBMITTING YOUR RESERVATION FOR PURCHASE. SHOULD YOU HAVE ANY QUESTIONS OR CONCERNS, PLEASE CONTACT AN HRG NORTH AMERICA TRAVEL COUNSELLOR.

NO-SHOWS:

NO-SHOWS ARE NOT PERMITTED AND RESULT IN THE FORFEIT OF THE FULL AMOUNT OF THE FARE AT DEPARTURE TIME; PLEASE NOTE THAT NO-SHOWS AT ORIGINAL POINT OF DEPARTURE WILL ALSO RESULT IN CANCELLATION OF THE REMAINDER OF THE FLIGHTS.

CHANGES OR CANCELLATIONS MUST BE MADE PRIOR TO SCHEDULED TRAVEL DATE AND; FLIGHT TIME TO PREVENT NO SHOWS AND AVOID FORFEIT OF VALUE OF TICKET.

PLEASE NOTE THAT FARES MAY BE SUBJECT TO CHANGE AND ARE GUARANTED ONLY ONCE TICKETED.

Travel Industry regulations require the travel agency to advise the customer about the availability of optional trip cancellation insurance and optional out of province health insurance. Individuals may contact the travel insurance provider of their choice to obtain a personal quote. TICO NO. 1355825

HRG North America, 370 King St. W., Suite 700, Toronto ON M5V 1J9, 1-866-857-3578

STS✱SVP
Shared Travel Services | Services de voyage partagés

HRG

E-Ticket Itinerary Receipt and Invoice

15 January 2016

THANK YOU FOR BOOKING WITH THE HOGG ROBINSON GROUP (HRG) GOVERNMENT OF CANADA TRAVEL SERVICES. THIS DOCUMENTATION CONFIRMS YOUR TRAVEL ARRANGEMENTS.

THE INFORMATION CONTAINED IN THIS DOCUMENT IS PROVIDED BY HRG NORTH AMERICA VIA TRAVELPORT AND OTHER THIRD-PARTY VENDORS. AS SUCH, SOME CONTENT IS AVAILABLE IN ENGLISH ONLY.

PLEASE REVIEW TO ENSURE THAT ALL INFORMATION IS CORRECT.

TRAVELLERS ARE RESPONSIBLE FOR VERIFYING THEIR TRAVEL DOCUMENTS UPON RECEIPT.

ACCEPTANCE OF YOUR ITINERARY CONSTITUTES AGREEMENT WITH ITS CONTENTS.

ANY DISCREPANCY MUST BE REPORTED TO HRG NORTH AMERICA PRIOR TO 8PM EST THE SAME BUSINESS DAY.

HRG WILL NOT INCREASE THE PRICE AFTER TICKET ISSUANCE.

Itinerary details

Trip locator:	N0VL02
Traveller:	JODY RT HON WILSONRAYBOULD

Account references

Traveller Category :	Non Public Servants
Travel Directive Module :	M3D - Domestic - Overnight stay
THCEE Trip Category :	Core Mandate
Trip Purpose :	Core Mandate - Meetings
TAN :	ANH166937
Fiscal Year :	2015-2016
Rationale for not using virtual presence :	Personal attendance required

Itinerary summary

Traffic	Date	From-to/location	Supplier	Times	Class/room	Status
✈	16 Jan 2016	YVR - YYZ	AC102	14:00-21:20	Business	Booked
✈	17 Jan 2016	YYZ - YSJ	AC8946	08:05-11:11	Economy	Booked
✈	19 Jan 2016	YFC - YYZ	AC8959	16:30-17:59	Economy	Booked
✈	20 Jan 2016	YYZ - YQB	AC8910	08:10-09:47	Economy	Booked
✈	21 Jan 2016	YQB - YUL	AC8729	19:00-19:49	Economy	Booked
✈	22 Jan 2016	YUL - YVR	AC195	18:50-21:22	Business	Booked

Frequent flyer cards:

Air Canada
Flight # AC102

Booking reference: P2X6CZ
Status: Booked

Departing:	Vancouver Intl Airport, Vancouver, Canada (YVR), Terminal M
Date/time:	16 January 2016, 14:00
Arriving:	Pearson International, Toronto, Canada (YYZ), Terminal 1
Date/time:	16 January 2016, 21:20
Duration:	4h20m
Aircraft:	Boeing 777-300ER Widebody Jet
Cabin class:	Business (P)

Add to calendar

Air Canada
Operated By: Air Canada Express - Jazz
Flight # AC8946
Booking reference: P2X6CZ
Status: Booked

Departing:	Pearson International, Toronto, Canada (YYZ), Terminal 1
Date/time:	17 January 2016, 08:05
Arriving:	Saint John, Saint John, Canada (YSJ)
Date/time:	17 January 2016, 11:11
Duration:	2h6m
Aircraft:	De Havilland DHC-8 400 Narrowbody Turboprop
Cabin class:	Economy (M)

Add to calendar

Air Canada
Operated By: Air Canada Express - Jazz
Flight # AC8959
Booking reference: P2X6CZ
Status: Booked

Departing:	Fredericton, Fredericton, Canada (YFC)
Date/time:	19 January 2016, 16:30
Arriving:	Pearson International, Toronto, Canada (YYZ), Terminal 1
Date/time:	19 January 2016, 17:59
Duration:	2h29m
Aircraft:	De Havilland DHC-8 400 Narrowbody Turboprop
Cabin class:	Economy (B)

Add to calendar

Air Canada
Operated By: Air Canada Express - Jazz
Flight # AC8910
Booking reference: P2X6CZ
Status: Booked

Departing:	Pearson International, Toronto, Canada (YYZ), Terminal 1
Date/time:	20 January 2016, 08:10
Arriving:	Québec/Jean Lesage International, Quebec, Canada (YQB)
Date/time:	20 January 2016, 09:47
Duration:	1h37m
Aircraft:	De Havilland DHC-8 400 Narrowbody Turboprop
Cabin class:	Economy (W)

Add to calendar

Air Canada
Operated By: Air Canada Express - Jazz
Flight # AC8729
Booking reference: P2X6CZ
Status: Booked

Departing:	Québec/Jean Lesage International, Quebec, Canada (YQB)
Date/time:	21 January 2016, 19:00
Arriving:	Montreal Trudeau, Montreal, Canada (YUL)
Date/time:	21 January 2016, 19:49
Duration:	0h49m
Aircraft:	De Havilland DHC-8 400 Narrowbody Turboprop
Cabin class:	Economy (V)

Add to calendar

Air Canada
Flight # AC195
Booking reference: P2X6CZ
Status: Booked

Departing:	Montreal Trudeau, Montreal, Canada (YUL)
Date/time:	22 January 2016, 18:50
Arriving:	Vancouver Intl Airport, Vancouver, Canada (YVR), Terminal M
Date/time:	22 January 2016, 21:22
Duration:	5h32m
Aircraft:	Boeing 777-300ER Widebody Jet
Cabin class:	Business (P)

Add to calendar

Air Canada
Operated By: Air Canada Express - Jazz
Flight # AC8946
Booking reference: P2X6CZ
Status: Booked

Departing:	Pearson International, Toronto, Canada (YYZ), Terminal 1
Date/time:	17 January 2016, 08:05
Arriving:	Saint John, Saint John, Canada (YSJ)
Date/time:	17 January 2016, 11:11
Duration:	2h6m
Aircraft:	De Havilland DHC-8 400 Narrowbody Turboprop
Cabin class:	Economy (M)

Add to calendar

Air Canada
Operated By: Air Canada Express - Jazz
Flight # AC8959
Booking reference: P2X6CZ
Status: Booked

Departing:	Fredericton, Fredericton, Canada (YFC)
Date/time:	19 January 2016, 16:30
Arriving:	Pearson International, Toronto, Canada (YYZ), Terminal 1
Date/time:	19 January 2016, 17:59
Duration:	2h29m
Aircraft:	De Havilland DHC-8 400 Narrowbody Turboprop
Cabin class:	Economy (B)

Add to calendar

Air Canada
Operated By: Air Canada Express - Jazz
Flight # AC8910
Booking reference: P2X6CZ
Status: Booked

Departing:	Pearson International, Toronto, Canada (YYZ), Terminal 1
Date/time:	20 January 2016, 08:10
Arriving:	Québec/Jean Lesage International, Quebec, Canada (YQB)
Date/time:	20 January 2016, 09:47
Duration:	1h37m
Aircraft:	De Havilland DHC-8 400 Narrowbody Turboprop
Cabin class:	Economy (W)

Add to calendar

Air Canada
Operated By: Air Canada Express - Jazz
Flight # AC8729
Booking reference: P2X6CZ
Status: Booked

Departing:	Québec/Jean Lesage International, Quebec, Canada (YQB)
Date/time:	21 January 2016, 19:00
Arriving:	Montreal Trudeau, Montreal, Canada (YUL)
Date/time:	21 January 2016, 19:49
Duration:	0h49m
Aircraft:	De Havilland DHC-8 400 Narrowbody Turboprop
Cabin class:	Economy (V)

Add to calendar

Air Canada
Flight # AC195
Booking reference: P2X6CZ
Status: Booked

Departing:	Montreal Trudeau, Montreal, Canada (YUL)
Date/time:	22 January 2016, 18:50
Arriving:	Vancouver Intl Airport, Vancouver, Canada (YVR), Terminal M
Date/time:	22 January 2016, 21:22
Duration:	5h32m
Aircraft:	Boeing 777-300ER Widebody Jet
Cabin class:	Business (P)

Add to calendar

Fare details

Fare accepted:	659.97 CAD
Total amount:	659.97 CAD
Fare routing:	YVR - YYZ
	YYZ - YSJ
	YFC - YYZ
	YYZ - YQB
	YQB - YUL
	YUL - YVR

#4

Service Fees

Fee 1 Base:	59.50 CAD
Fee 1 Taxes:	2.98 CAD GST
Fee 1 Total:	62.48 CAD

#3

GENERAL INFORMATION
****
VENDOR TICKET NUMBER-2157471262
VENDOR TICKET NUMBER-2157471263
****
VENDOR NAME-AIR CANADA
VENDOR LOCATOR-P2X6CZ
****
****
VENDOR TICKET NUMBER-2157560799
****

GST REGISTRATION NO. R136445095 QST REGISTRATION NO. TVQ M1015857826

GST is represented by tax code XG; HST is represented by tax code RC; QST is represented by tax code XQ.

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CHECK-IN:

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* ALLOW 3HRS FOR ALL INTERNATIONAL CHECK-IN

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FOR FREE BAGGAGE ALLOWANCE AND/OR APPLICABLE FEES FOR CARRY-ON//CHECKED BAGGAGE RELATED TO YOUR FLIGHT - PLEASE VERIFY THE CARRIERS WEBSITE.

ACCOMMODATIONS:

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NO-SHOWS:

NO-SHOWS ARE NOT PERMITTED AND RESULT IN THE FORFEIT OF THE FULL AMOUNT OF THE FARE AT DEPARTURE TIME; PLEASE NOTE THAT NO-SHOWS AT ORIGINAL POINT OF DEPARTURE WILL ALSO RESULT IN CANCELLATION OF THE REMAINDER OF THE FLIGHTS.

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HRG North America, 370 King St. W., Suite 700, Toronto ON M5V 1J9, 1-866-857-3578

s.19(1)

#5

Sheraton Gateway Hotel
PO Box 3000
Toronto AMF
Toronto, ON L5P 1C4
Canada
Tel: 905-672-7000 Fax: 905-672-7100

Sheraton
HOTELS & RESORTS

Jody Wilson

Page Number	: 1		Invoice Nbr	: 265520
Guest Number	: 2225329			
Folio ID	: A			
Arrive Date	: 16-JAN-16	22:06		
Depart Date	: 17-JAN-16	09:00		
No. Of Guest	: 1			
Room Number	: 854			
Club Account	:			

Information Invoice

Tax ID : 140047879
Sheraton Gateway 17-JAN-16 06:45

Date	Reference	Description	Charges (CAD)	Credits (CAD)
16-JAN-16	RT854	Room Charge - Retail	189.00	
16-JAN-16	RT854	Rooms HST	24.57	
16-JAN-16	RT854	Destination Marketing Program	5.03	
16-JAN-16	RT854	HST Destination Marketing Prog	0.64	
17-JAN-16	AX	American Express		-219.24
		** Total	219.24	-219.24
		*** Balance	-0.00	

For your convenience, we have prepared this zero-balance folio indicating a $0 balance on your account. Please be advised that any charges not reflect ed on this folio will be charged to the credit card on file with the hotel. While this folio reflects a $0 balance, your credit card may not be charg ed until after your departure. You are ultimately responsible for paying all of your folio charges in full.

HST Summary for your stay:	Amount (CAD)
Room Revenue HST	24.57
Food & Beverage HST	0.00
Photo/Fax/Copy Services HST	0.00
Other Revenue HST	0.64
Total HST for your stay:	25.21

Continued on the next page

s.19(1)

Sheraton Gateway Hotel
PO Box 3000
Toronto AMF
Toronto, ON L5P 1C4
Canada
Tel: 905-672-7000 Fax: 905-672-7100

Sheraton
HOTELS & RESORTS

Jody Wilson

Page Number	:	2	Invoice Nbr	: 265520
Guest Number	:	2225329		
Folio ID	:	A		
Arrive Date	:	16-JAN-16	22:06	
Depart Date	:	17-JAN-16	09:00	
No. Of Guest	:	1		
Room Number	:	854		
Club Account	:			

Enjoy Sheraton's healthy menu options on your next stay. Brighten your diet with Color Your Plate, our healthier menu options that include at least th ree colorful fresh food items, as recommended by nutrition experts at Core Performance(TM). Learn more at www.sheraton.com/fitness

Tell us about your stay www.sheraton.com/reviews for billing please connect with us at 00692guestinquiries@sheraton.com

EXPENSE SUMMARY REPORT

Currency: CAD

Date	Room	Food/Bev	Phone	Taxes	Other	Total	Payment
01-16-2016	189.00	0.00	0.00	24.57	5.67	219.24	0.00
Total	189.00	0.00	0.00	24.57	5.67	219.24	0.00

Tell us about your stay. www.sheraton.com/reviews. For billing, please connect with us at 00692guestinquiries@sheraton.com

EST 1889

THE ALGONQUIN RESORT

ST. ANDREWS BY-THE-SEA

Room: 2217
Cashier #: 20
Page #: 1 of 1
Group Name PCO Tour

#6

Arrival: 01-17-16
Departure: 01-19-16

Privy Council Office

Minister Jody Wilson-Raybould
284 Wellington St
Justice & Attorney General of (

H.S.T Registration # 820 149 086

Date	Description	Additional Information	Charges	Credits
01-17-16	Room Rate	[NA Room]	139.00	
01-17-16	Destination Marketing- 2%	[Add: 2%.(B)]	2.78	
01-17-16	HST- 13%	[Add: 13%.(S1)]	18.43	
01-18-16	Room Rate	[NA Room]	139.00	
01-18-16	Destination Marketing- 2%	[Add: 2%.(B)]	2.78	
01-18-16	HST- 13%	[Add: 13%.(S1)]	18.43	
01-19-16	American Express			320.42

160.21

	Charges	Credits
Total	**320.42**	**320.42**
Balance Due	**0.00**	

HST Summary

Room	36.86
F&B	0.00
Other	0.00
Total	36.86

The Algonquin Resort St. Andrews by-the-Sea, Autograph Collection
184 Adolphus Street, St. Andrews, New Brunswick, E5B 1T7, Canada
Tel (506) 529-8823 Fax (506) 529-7162 www.marriott.com/ysjak

#7

s.19(1)

Sheraton Gateway Hotel
PO Box 3000
Toronto AMF
Toronto, ON L5P 1C4
Canada
Tel: 905-672-7000 Fax: 905-672-7100

Sheraton HOTELS & RESORTS

Jody Wilson

Page Number	:	1	Invoice Nbr	: 266457
Guest Number	:	2225342		
Folio ID	:	A		
Arrive Date	:	19-JAN-16	18:22	
Depart Date	:	20-JAN-16	06:49	
No. Of Guest	:	1		
Room Number	:	862		
Club Account	:			

Tax Invoice

Tax ID : 140047879
Sheraton Gateway 20-JAN-16 06:49

Date	Time	Reference	Description	Charges (CAD)	Credits (CAD)
19-JAN-16	03:16	RT862	Room Charge - Government	189.00	
19-JAN-16	03:16	RT862	Rooms HST	24.57	
19-JAN-16	03:16	RT862	Destination Marketing Program	5.03	
19-JAN-16	03:16	RT862	HST Destination Marketing Prog	0.64	
20-JAN-16	06:49	AX	American Express-1018		-219.24

For Authorization Purpose Only

Date	Code	Authorized
20-JAN-16	181901	219.24

	Charges (CAD)	Credits (CAD)
** Total	219.24	-219.24
*** Balance	-0.00	

HST Summary for your stay:	Amount (CAD)
Room Revenue HST	24.57
Food & Beverage HST	0.00
Photo/Fax/Copy Services HST	0.00
Other Revenue HST	0.64
Total HST for your stay:	25.21

Continued on the next page

HÔTEL CHÂTEAU LAURIER QUÉBEC
★★★★
GRANDE ALLÉE · GEORGE-V · PLAINES D'ABRAHAM

#8

George V
Le traiteur événementiel à Québec !

s.19(1)

JODY WILSON-RAYBOULD
DEPARTEMENT OF JUSTICE CANADA
280, WELLINGTON STREET
Ottawa, ON
K1A 0H8
CAN

No Facture: IN 668397
Date: 21/01/16

Arrivée: 20/01/16
Départ: 21/01/16
Nbre Clients: 1
No Chambre: 514

Date	*Description*		*Montant*	Q
20/01/16	Chambre 3%		136.00	1
	Re: 514/WILSON-RAYBOULD, JODY	Taxes Hébergement 3%	4.08	
		TPS. Hébergement 5%	7.01	
		TVQ. Hébergement 9.975%	13.98	
21/01/16	American Express		(161.07)	1
		TOTAL	0.00	

*** TAXES INCL ***

taxe d'hébergement	4.08
TPS R101043404	7.01
TVQ 1000736691	13.98

Devises canadiennes

Conditions: payable 30 jours-frais de 2% par mois (24% par année) sur les comptes en souffrance.

Payable chez Desjardins et dans les institutions financières participantes: SPC 10554.

X ______________________
Signature

1220, Place George-V Ouest, Québec, (Québec), Canada, G1R 5B8, Tél:418-522-8108 Téléc.:418-524-8768 Courriel: laurier@vieuxquebec.com

#9

s.19(1)

DELTA
MONTRÉAL

475 Avenue President Kennedy , Montreal, Quebec, H3A 1J7
Tel: 514-286-1986 Fax: 514-284-4342

Mrs Jody Wilsonraybould
Xxx
Xxx NE 11111
United States

Room: 2014
Folio: 13499
Cashier: 26
Arrival: 01-21-16
Departure: 01-22-16

A/R Invoice:
A/R Account:

Date	Description	Additional Information	Charges	Credits
01-21-16	Room		129.00	
01-21-16	Room - Housing Tax / Chambre - Taxe		4.52	
01-21-16	Room - GST / Chambre - TPS		6.68	
01-21-16	Room - PST / Chambre - TVQ		13.32	
01-22-16	American Express			153.52

GST Summary	
Registration No: 865648026	
Room	6.68
F&B	0.00
Other	0.00
Total	**6.68**

PST Summary	
Registration No: 1202665175	
Room	13.32
F&B	0.00
Other	0.00
Total	**0.00**

	Charges	Credits
Total	153.52	153.52
Balance Due	0.00 CDN	

01

s.19(1)

REÇU - RECEIPT

22-01-16 $ 47.00

DATE j/d m/m a/y

T.P.S. & T.V.Q. incluse
G.S.T. & P.S.T. included

VOYAGE TRIP DE/FROM

À/TO

No. Vignette
Sticker No.

No. Permis de travail
Workpermit No.

TPS/GST

TVQ/QST

Signature du chauffeur
Driver's signature

CHAMPLAIN TAXIS FAX: (514) 273-4445
ADMINISTRATION: (514) 273-3377

To airport

16190182224

Department of Justice Canada | Ministère de la Justice Canada

HOSPITALITY CLAIM
DEMANDE DE REMBOURSEMENT DE DÉPENSES D'ACCUEIL

Function - L'évènement	Date of Function / Date de l'évènement (Y-A M D-J)	Place(s) of Function - Lieu(x) de l'évènement
Lunch with Isabelle Mondou, PCO	2016 01 18	Grille 41 100 Elgin Street Ottawa ON K1P 5K8

Date	Type	Participants		Actual Cost - Coût réel		A
		Gov't of Canada / Gouv. du Canada	Others / Autres	Total Attendees / Total des prticipants	Per Capita Cost / Coût individuel	Total Cost / Coût total
16/01/18	Lunch	1		1	$27.12	$27.12
				Totals / Totaux	$27.12	$27.12

Date	Type (Other than food & beverage) / Type (Autres que nourriture et boissons)	Number of Items / Nombre d'articles	Cost per Item / Coût par article	B Total Cost / Coût total	A+B Total Hospitality Cost / Coût total de l'accueil
					$27.12

Remarks - Remarques

No agenda.
The Deputy Minister paid for 1 person only.

Payee Name - Nom du bénéficiaire						Vendor Code - Code fournisseur	
William F. Pentney						27327957	
Commitment No. / N° d'engagement	Cost Center / Centre de coût	Fund - Fonds	Functional Area / Domaine fonctionnel	Order - Ordre	GL - Compte général (2015 / 2401)	Amount including Tax / Montant incluant taxe	GST / HST / TPS / TVH
300250588-1	12000	15	4010		2401	27.12	2.73

Payee Name - Nom du bénéficiaire						Vendor Code - Code fournisseur	
Commitment No. / N° d'engagement	Cost Center / Centre de coût	Fund - Fonds	Functional Area / Domaine fonctionnel	Order - Ordre	GL - Compte général (2015 / 2401)	Amount including Tax / Montant incluant taxe	GST / HST / TPS / TVH

Prepared by (*Type or print*) - Préparé par (*Dactylographier ou en caractères d'imprimerie*)	Tel. No. - N° de tél.	Date
Sylvie Crispin	(613) 482-9811	2016/01/19

Certified pursuant to Section 34 of the *Financial Administration Act*. Certifié en vertu de l'article 34 de la *Loi sur la gestion des finances publiques*.

Title - Titre

Marie-Josée Thivierge - Assistant Deputy Minister - CFO

Signature [signature] Date 26-01-2016

JUS 145-2 (2011/11)

Department of Justice Canada / Ministère de la Justice Canada

Fiscal Year / Année financière: 2015-2016

HOSPITALITY CLAIM PAYMENT VOUCHER / BORDEREAU DE PAIEMENT POUR UNE DEMANDE DE REMBOURSEMENT POUR DÉPENSES D'ACCUEIL

For approval by / Pour approbation par	Marie-Josée Thivierge, ADM-CFO	Vendor(s) name / Nom du (des) fournisseur(s)	William Pentney
Event / Événement	Lunch with Isabelle Mondou, PCO		
Sector / Secteur	Deputy Minister's Office		
Host / Hôte	William Pentney	Total hospitality cost / Coût total de l'accueil	$ 27.12
Event location(s) / Lieu(x) de l'événement	Grille 41, Ottawa	Other costs / Autres coûts	$ -
Date(s) of the event / Date(s) de l'événement	Monday, January 18, 2016	Total cost of the event / Coût total de l'événement	$ 27.12

	MEALS / REPAS	NUMBER OF PARTICIPANTS / NOMBRE DE PARTICIPANTS				TBS LIMITS / LIMITES DU SCT		COST / COÛT PER CAPITA	TOTAL COST / COÛT TOTAL (incl. taxes & gratuities / incl. taxes et pourboires)	
		Approved / Autorisé		Actual / Réel						
Date	Item Detail / Élément détaillé Please detail the refreshment (ex: coffee, tea, muffins, etc.) / Veuillez détailler les rafraîchissement (ex: café, thé, biscuits, etc.)	Public servant(s) / Fonctionnaire(s)	Non-public servant(s) / Non fonctionnaire(s)	Public servant(s) / Fonctionnaire(s)	Non-public servant(s) / Non fonctionnaire(s)	Average / Moyenne	Maximum	Actual / Réel	Approved / Autorisé	Actual / Réel
1/18/2016	Lunch	-	-	1	-	33.60	50.40	27.12	-	27.12
							-	-		
							-	-		
							-	-		
							-	-		
							-	-		
							-	-		
							-	-		
							-	-		
							-	-		
							-	-		

Due to the formatting of some of the cells, the amounts are rounded to the second decimal.
Compte tenu du formatage, les montants sont arrondis à la deuxième décimale.

	Approved / Autorisé	Actual / Réel
Total hospitality cost / Coût total de l'accueil	-	27.12
Other costs / Autres coûts	-	-
Total cost of the event / Coût total de l'événement		27.12

Comments / Commentaires

1. The actual per capita costs for the lunch is below the TBS standard cost per person.
2. The Honourable Peter MacKay, Minister, approved the Expenditure Initiation and Section 32 of the *FAA* in the THCEE.
3. There is no agenda for this event.
4. Mr. Pentney is requesting a reimbursmént for the lunch of his guest, Isabelle Mondou, PCO.

Prepared by / Préparé par Samantha Allard Name (type or print) / Nom (lettres moulées ou caractères d'imprimerie)	[signature] Signature	21-Jan-16 Date (D-J / M / Y-A)
Account verified by Finance / Compte vérifié par Finances Samantha Allard Name (type or print) / Nom (lettres moulées ou caractères d'imprimerie)	[signature] Signature	21-Jan-16 Date (D-J / M / Y-A)

s.19(1)

GRILLE 41
100 ELGIN STREET
OTTAWA, ON K1P5K8
613-569-2126

SALE

MID: 5780276
TID: 002 REF#: 00000009
Batch #: 036
1/18/16 13:20:24
APPR CODE: 007755
VISA
[redacted] **/**

AMOUNT	**$45.20**
TIP	**$6.78**
TOTAL	**$51.98**

APPROVED

THANK YOU
LEAVE US YOUR COMMENT
WWW.GRILL41.CA

5037 Table 81
AMMY N SvrCk: 28 12:07 01/18/16
RESTAURANT

Item	Amount
1 NICOSE, ahi tuna,FISH.M	15.00
SOUP&SANDWICH	13.00
COFFEE/TEA	3.00
JUICE/POP	6.00
PERRIER	3.00
Sub Total:	40.00
Tax:	5.20
1/18 13:12 TOTAL:	45.20

PLEASE LIKE US ON FACEBOOK
AT GRILL FORTY ONE

ROOM: ____________

TIP: ____________

TOTAL: ____________

SIGNATURE: ____________

PRINT NAME: ____________

21.00
\+ 2.73 (TAX)
23.73
\+ 3.39 TIP
27.12 Total

January 18, 2016

Lunch with Isabelle Mondou, PCO

TAB #	Section 1: Activity Information (Mandatory) / Information sur les activités (obligatoire) — What? / Quoi ? — Name or brief description / Nom ou description brève	Why? (explain why it is required) / Pourquoi ? (expliquer la nécessité) — Purpose (objective) of Activity / But (objectif) de l'activité	Rationale for # of Participants / Rationale pour # de participants	Date — From / De	Date — To / À	Location / Emplacement — Venue, City / Lieu, ville	# of Participants / Nombre de participants — Public Servant / Fonctionnaire	# of Participants — Non-Public Servant / Non-fonctionnaire	Why not virtual presence? / Pourquoi ne pas utiliser la méthode virtuelle ?	Travel Category / Catégorie de voyage	Travel Type / Type de voyage	Estimated Expenditures / Estimation des dépenses — Total	Blanket Travel Authority and Annual Authority to Extend Hospitality / Autorisation générale de voyager et Autorisation pour des activités d'accueil annuelles (BTA and AAEH / AGV et AAAA) — Yes / Oui No / Non	Estimated # of activities / # estimatif d'activités	Maximum Cost for all Activities / Montant maximal pour toutes les activités	Section 3: Hospitality / Forecasted Expenditures / Dépenses prévues — Cost per individual / Coût par individu	Section 3 — Total Cost / Coût total	Section 4: Conferences / # of Participants / Nombre de participants — Public Servant / Fonctionnaire	Section 4 — Non-Public Servant / Non-fonctionnaire	Section 4 — Forecasted Expenditures / Dépenses prévues — Total Cost / Coût total	Section 5: Events - Other — Type of Expenditure / Catégorie de dépenses	Section 5 — Forecasted Expenditures / Dépenses prévues — Total Cost / Coût total	Section 6: Summary / Sommaire — Total Forecasted Expenditures / Dépenses prévues total	Approved or Declined / Approuvé ou refusé (initials)	Contact / Ressource — Name / Nom	Contact / Ressource — Phone # / # de téléphone	Sector / Secteur	Core or Non-Core / Essentielles ou non-essentielles	Why submitted to MIN?
MIN-1	Hospitality through the FY 2015-2016 for various events/ meetings hosted by the DM.	Hospitality events include, Café-Entre Nous, holiday pancake breakfast and DM hosting meetings and other events.	Unknown number of participants at the present time for each event.	April 2015	March 2016	Ottawa, ON	-		Virtual presence is not an option.	Internal governance / Gouvernance interne	National Travel / Voyage national	-	Yes / Oui	Unknown	5,000		5,000						5,000.00	Appr. non-core section F.	Suzanne Désormeaux	613-957-4998	DMO	Non-Core	Hospitality > 5K$
MIN-2	Management Information Session (4 events /year)	Management Information Sessions provide a forum for the Deputy Minister and his Associates to engage and to share strategic information with members of the DoJ EX and LC communities. This also gives departmental leaders the opportunity to make informative presentations to their colleagues. There are up to four (4) of these per fiscal year.	All NCR and regional departmental LCs and EXs participate for a total of 202 (regions via webcast)	4 events in total - 1 activity per quarter (specific dates TBD)	TBD	Ottawa, ON	-						No / Non	-							Room rental, Audio-visual costs and Interpretation Services	48,000	48,000.00	Approved. see section A	Karen Bron	613-299-7479	MNG	Non-Core	Event > 25K$

TAB #	Section 1: Activity Information (Mandatory) / Information sur les activités (obligatoire)											[illegible]				Section 3: Hospitality /		Section 4: Conferences /			Section 5: Events - Other		Section 6: Summary / Sommaire						
	What? / Quoi?	Why? (explain why it is required) / Pourquoi ? (expliquer la nécessité)	Rationale for # of Participants / Rationale pour # de participants	Date		Location / Emplacement	# of Participants / Nombre de participants		Why not virtual presence? / Pourquoi ne pas utiliser la méthode virtuelle ?	Travel Category / Catégorie de voyage	Travel Type / Type de voyage	Estimated Expenditures / Estimation des dépenses	Blanket Travel Authority and Annual Authority to Extend Hospitality / Autorisation générale de voyager et Autorisation pour des activités d'accueil annuelles (BTA and AAEH / AGV et AAAA)			Forecasted Expenditures / Dépenses prévues		# of Participants / Nombre de participants		Forecasted Expenditures / Dépenses prévues	Type of Expenditure / Catégorie de dépenses	Forecasted Expenditures / Dépenses prévues	Total Forecasted Expenditures / Dépenses prévues total	[illegible]	Contact / Ressource		Sector / Secteur	Core or Non-Core / Essentielles ou non-essentielles	Why submitted to MIN?
	Name or brief description / Nom ou description brève	Purpose (objective) of Activity / But (objectif) de l'activité		From / De	To / À	Venue, City / Lieu, ville	Public Servants / Fonctionnaire	Non-Public Servants / Non-fonctionnaire				Total	Yes / Oui No / Non	Estimated # of activities / # estimatif d'activités	Maximum Cost for all Activities / Montant maximal pour toutes les activités	Cost per individual / Coût par individu	Total Cost / Coût total	Public Servant / Fonctionnaire	Non-Public Servant / Non-fonctionnaire	Total Cost / Coût total		Total Cost / Coût total			Name / Nom	Phone # / # de téléphone			
MIN-7	FPT -Deputy Minister's meeting	FPT -Deputy Minister's meeting		2015-Jun-10	2015-Jun-12	Winnipeg, MB	7		Virtual presence is not an option.	Core mandate / Mandat de base	National Travel / Voyage national	8,400	No / Non			177.45 (59.15 per day) - lunch and 3 refreshments	14,196						22,596.00		R. M. Guerra	613-946-6655	Policy	Core	Hospitality > $5K

GRAN TOTAL $ 400,225.00

Section 8: Approvals / Approbations

Expenditure Initiation Authority and Certified pursuant to Section 32 of the *Financial Administration Act* /
Pouvoir d'engagement des dépenses et Certifié en vertu de l'Article 32 de la *Loi sur la gestion des finances publiques*

Name	Initials	Date
Eric Trépanier / Director General and Deputy Chief Financial Officer	[signature]	[illegible]
Marie-Josée Thivierge / ADM Management Sector and CFO	[signature]	[illegible]
Pierre Legault / Associate Deputy Minister		MAR 0 9 2015
William F. Pentney / Deputy Minister		MAR 0 9 2015
Honourable Peter MacKay / Minister		MAR 3 1 2015

Department of Justice Canada
Ministère de la Justice Canada

CCM #: 2016-001573

APPROVAL SLIP

HOSPITALITY CLAIM

For approval by:	**Marie-Josée Thivierge, ADM-CFO**
Event:	Lunch with Isabelle Mondou, PCO
Sector:	Deputy Minister's Office
Host:	William Pentney
Hospitality Amount:	27.12 $
Event Amount:	0.00 $
Vendor(s) / Claimant(s):	William Pentney
Date(s) of the Event:	January 18, 2016

RECOMMENDATION FOR: Marie-Josée Thivierge, ADM-CFO

Your approval under Section 34 of the *Financial Administration Act* is required for this invoice.

William Pentney, attended

CONSIDERATIONS:

1. The actual per capita costs for the lunch is below the TBS standard cost per person.
2. The Honourable Peter MacKay, Minister, approved the Expenditure Initiation and Section 32 of the *FAA* in the THCEE.
3. There is no agenda for this event.
4. Mr. Pentney is requesting a reimbursment for the lunch of his guest, Isabelle Mondou, PCO.

RECOMMENDED BY:	SIGNATURE	DATE
Carla Garcia *Chief, Accounting Operations and Client Services*	[signature]	Jan 25 '16
Karoline Poiré *Manager, Accounting Operations and Client Services*	[signature]	Jan 26. 2016
Éric Trépanier *Director General, Deputy Chief Financial Officer*	[signature]	26/01/2016

Expense Report Statement

Expense Report Name: FPT Ministers QC City Jan 2016-1

Traveller Name: *WILLIAM PENTNEY*

TIN: *W447676*

Prepared By: *WILLIAM PENTNEY*

Policy Module: *M3D - Domestic - Overnight Stay*

Trip Purpose: *Core Mandate - Meetings*

Other Trip Purpose:

Travel Request Name: *FPT Ministers QC City Jan 2016*

Travel Start Date: *19/01/2016*

Travel End Date: *21/01/2016*

ER Approval Status: *Approved*

Primary Location:

Secondary Location:

Online TAN: *ANB892577*

Fiscal Year: *2015-2016*

Travel Outside Default Division: *N*

Vendor Code: *27327957*

Event:

Comments:

Expense Report Summary

Expense Summary

Total allocated expenses :	**1,255.82**
(Minus) Total non-reimbursable expenses :	651.81
Total reimbursable expenses :	**604.01**
Total due traveller :	**604.01**

Non-Reimbursable Expenses

Expense Type	Date	Foreign Amount	Tax Amount	Amount

Expense Type	Date		Foreign Amount	Tax Amount	Amount
5) Commercial Air	08/01/2016	1505 - 12000 - 0130 - 4010 - 15 - - 3003 -			579.49
Air Can 0142157208569					579.49
Air Canada					
8) Misc transportation charges	08/01/2016	1505 - 12000 - 0130 - 4010 - 15 - - 3003 -			33.90
Air Can 0142157208569					33.90
Hrg Anb892577 5.01					
8) Misc transportation charges	11/01/2016	1505 - 12000 - 0130 - 4010 - 15 - - 3003 -			38.42
Air Can 0142157208569					38.42
Hrg Anb892577 5.01					

Service Fees

Total non-reimbursable expenses (CAD) 651.81

Reimbursable Expenses

Expense Type	Date		Foreign Amount	Tax Amount	Amount
11) Taxi	21/01/2016	1505 - 12000 - 0130 - 4010 - 15 - - 3003 -			68.56
		8500 - 0130 - 0000 - 10006 - 82 - - -		QC*... 9.44	
					78.00
Travel from hotel to airport and from airport to home.					
16) Commercial Accommodation	21/01/2016	1505 - 12000 - 0130 - 4010 - 15 - - 3003 -			220.67
		8500 - 0130 - 0000 - 10006 - 82 - - -		QC*... 30.39	
					251.06
Other					
2) Allowance: Meals, Incidentals & Private Accommodation	21/01/2016	1505 - 12000 - 0130 - 4010 - 15 - - 3003 -			143.51
		8500 - 0130 - 0000 - 10006 - 82 - - -		QC#... 23.04	
					166.55

Date And Time / Expense Type	Approver / Date	Approval Status / Financial Coding	Foreign Amount	Comment / Tax	Total Excl. Tax / Amount	Total Incl. Tax / Amount
8500 - 0130 - 0000 - 10006 - 82	21/01/2016	1505 - 12000 - 0130 - 4010 - 15 - - 3003 - 8500 - 0130 - 0000 - 10006 - 82 - - -		QC#...	7.18	44.72 51.90
8) Misc transportation charges	21/01/2016	1505 - 12000 - 0130 - 4010 - 15 - - 3003 - 8500 - 0130 - 0000 - 10006 - 82 - - -		QC*...	6.84	49.66 56.50

Total reimbursable expenses (CAD) 604.01

Tax Coding Summary

GST	Total Amount
8500 - 0130 - 0000 - 10006 - 82 - - -	76.89

Financial Coding Summary

Financial Coding	Total Excl. Tax	Total Incl. Tax
1505 - 12000 - 0130 - 4010 - 15 - - 3003 -	1,178.93	1,255.82

Approval History

Date And Time	Approver	Approval Status	Comment
02/02/2016 09:11:19	Christina Crampton	Approved	
01/02/2016 12:33:06	MARIE JOSEE THIVIERGE	Approved	
28/01/2016 08:35:05	Samantha Allard	Approved	
26/01/2016 13:33:10	WILLIAM PENTNEY	Comments Submitted	Both the receipts and THCEE are already included in the expense report. Thanks. Breakfast and lunch on the January 21st was provided by the meeting organizers.

Date And Time	Approver	Approval Status	Comment
26/01/2016 13:17:51	Samantha Allard	Information Required	Good morning, Can you please justify why the traveler did not claim breakfast or lunch on January 21, 2016? Thank you, Sam Thank you for the clarification. Can you please attach the receipts and THCEE for this travel. Thank you, Sam
26/01/2016 12:34:09	WILLIAM PENTNEY	Comments Submitted	Breakfast and lunch on the January 21st was provided by the meeting organizers.
26/01/2016 10:44:21	Samantha Allard	Information Required	Good morning, Can you please justify why the traveler did not claim breakfast or lunch on January 21, 2016? Thank you, Sam

Signatures

I certify that the amounts included in this Expense Report were incurred on authorized government business travel.

Traveller Name *WILLIAM PENTNEY*

Submit Date *25/01/2016*

Signature

Recommender Name *Samantha Allard*

Recommended Date *28/01/2016*

Signature

Certified pursuant to section 34 of the Financial Administration Act.

Approver Name *MARIE JOSEE THIVIERGE*

Approval Date *01/02/2016*

Signature

Processor Name *Christina Crampton*

Processed Date *02/02/2016*

Signature

STS SVP
Shared Travel Services · Services de voyage partagés

HRG

s.19(1)

E-Ticket Itinerary Receipt and Invoice

08 January 2016

THANK YOU FOR BOOKING WITH THE HOGG ROBINSON GROUP (HRG) GOVERNMENT OF CANADA TRAVEL SERVICES. THIS DOCUMENTATION CONFIRMS YOUR TRAVEL ARRANGEMENTS.

THE INFORMATION CONTAINED IN THIS DOCUMENT IS PROVIDED BY HRG NORTH AMERICA VIA TRAVELPORT AND OTHER THIRD-PARTY VENDORS. AS SUCH, SOME CONTENT IS AVAILABLE IN ENGLISH ONLY.

PLEASE REVIEW TO ENSURE THAT ALL INFORMATION IS CORRECT.

TRAVELLERS ARE RESPONSIBLE FOR VERIFYING THEIR TRAVEL DOCUMENTS UPON RECEIPT.

ACCEPTANCE OF YOUR ITINERARY CONSTITUTES AGREEMENT WITH ITS CONTENTS.

ANY DISCREPANCY MUST BE REPORTED TO HRG NORTH AMERICA PRIOR TO 8PM EST THE SAME BUSINESS DAY.

HRG WILL NOT INCREASE THE PRICE AFTER TICKET ISSUANCE.

Itinerary details

Trip locator:	KHB7BM
Traveller:	Mr WILLIAM FRED PENTNEY

Account references

Traveller Category :	Public Servants
Travel Directive Module :	M3D - Domestic - Overnight stay
THCEE Trip Category :	Core Mandate
Trip Purpose :	Core Mandate - Meetings
TAN :	ANB892577
Fiscal Year :	2015-2016
Rationale for not using virtual presence :	Personal attendance required

Itinerary summary

Traffic	Date	From-to/location	Supplier	Times	Class/room	Status
✈	19 Jan 2016	YOW - YQB	AC8748	18:15-19:22	Economy	Booked
✈	21 Jan 2016	YQB - YUL	AC8729	19:00-19:49	Economy	Booked
✈	21 Jan 2016	YUL - YOW	AC8985	20:50-21:36	Economy	Booked

Frequent flyer cards:

Air Canada
Operated By: Air Canada Express - Jazz
Flight # AC8748

Status: Booked

Departing:	Ottawa Intl Airport, Ottawa, Canada (YOW)
Date/time:	19 January 2016, 18:15
Arriving:	Québec/Jean Lesage International, Quebec, Canada (YQB)
Date/time:	19 January 2016, 19:22
Duration:	1h7m
Aircraft:	De Havilland DHC-8 100 Narrowbody Turboprop
Cabin class:	Economy (S)

Add to calendar

Air Canada
Operated By: Air Canada Express - Jazz
Flight # AC8729

Status: Booked

Departing:	Québec/Jean Lesage International, Quebec, Canada (YQB)
Date/time:	21 January 2016, 19:00
Arriving:	Montreal Trudeau, Montreal, Canada (YUL)
Date/time:	21 January 2016, 19:49
Duration:	0h49m
Aircraft:	De Havilland DHC-8 400 Narrowbody Turboprop
Cabin class:	Economy (S)

Add to calendar

Air Canada
Operated By: Air Canada Express - Jazz
Flight # AC8985

Status: Booked

Departing:	Montreal Trudeau, Montreal, Canada (YUL)
Date/time:	21 January 2016, 20:50
Arriving:	Ottawa Intl Airport, Ottawa, Canada (YOW)
Date/time:	21 January 2016, 21:36
Duration:	0h46m
Aircraft:	De Havilland DHC-8 100 Narrowbody Turboprop
Cabin class:	Economy (S)

Add to calendar

Fare details

Fare accepted:	30.00 CAD
Taxes and fees:	3.90 RC
Total amount:	33.90 CAD
Fare routing:	YOW - YQB
	YQB - YUL

Service Fees

Fee 1 Base:	34.00 CAD
Fee 1 Taxes:	4.42 CAD HST
Fee 1 Total:	38.42 CAD

GENERAL INFORMATION
****
VENDOR TICKET NUMBER-2157208569
****
VENDOR NAME-AIR CANADA
VENDOR LOCATOR-L24TDE
****

GST REGISTRATION NO. R136445095 QST REGISTRATION NO. TVQ M1015857826

GST is represented by tax code XG; HST is represented by tax code RC; QST is represented by tax code XQ.

FOR ASSISTANCE OR IN TRANSIT EMERGENCY SERVICE PLEASE CONTACT HRG ANYTIME AT 1-866-857-3578 WITHIN NORTH AMERICA OR FROM OUTSIDE CANADA / USA; CALL COLLECT AT 1-613-822-3873.

FOR CREDIT CARD SUPPORT DUE TO LOST OR STOLEN CARDS PLEASE USE PHONE NUMBER ABOVE; SELECT OPTION 4 IMPORTANT: THE NAME ON THE IDENTIFICATION MUST MATCH THE NAME ON THE RESERVATION; BOARDING PASS.

FOR FLIGHTS WITHIN CANADA ALL PASSENGERS MUST PRESENT ONE PIECE OF VALID GOVERNMENT ISSUED PHOTO IDENTIFICATION THAT INCLUDES NAME / DATE OF BIRTH AND GENDER.

FOR FLIGHTS TO/FROM THE UNITED STATES ALL PASSENGERS ARE REQUIRED TO PRESENT A VALID PASSPORT.

CITIZENS OF COUNTRIES OTHER THAN CANADA AND THE UNITED STATES SHOULD CONTACT THEIR CONSULATE OR EMBASSY FOR BOARDING REQUIREMENTS OR CONSULT HRG GOVERNMENT TRAVEL SERVICE.

PROOF OF ONWARD OR RETURN TRAVEL MAY BE REQUIRED AT CHECK-IN.

PASSPORT AND VISA REQUIREMENTS:

PLEASE ENSURE PASSPORT IS VALID FOR 6 MONTHS BEYOND EXPECTED RETURN DATE.

ALL CHILDREN REGARDLESS OF AGE MUST HAVE THEIR OWN PASSPORT

CITIZENS OF COUNTRIES OTHER THAN CANADA AND THE UNITED STATES SHOULD CONTACT THE CONSULATE OR EMBASSY FOR PASSPORT AND VISA REQUIREMENTS OR CONSULT HRG GOVERNMENT TRAVEL SERVICE.

CHECK-IN:

* PLEASE ALLOW 2HRS FOR DOMESTIC (CANADA); TRANSBORDER (USA) CHECK-IN

* ALLOW 3HRS FOR ALL INTERNATIONAL CHECK-IN

THE AIRLINES RESERVE THE RIGHT TO DENY BOARDING IF MINIMUM CHECK-IN TIMES ARE NOT MET

FLIGHT TIMES ARE SUBJECT TO CHANGE; PLEASE RE-CONFIRM FLIGHT TIMES PRIOR TO DEPARTURE.

IF YOU ARE TRAVELLING TO AN INTERNATIONAL DESTINATION, PLEASE RECONFIRM YOUR RESERVATIONS 72 HOURS PRIOR TO DEPARTURE DIRECTLY WITH THE AIR CARRIER.

FOR FREE BAGGAGE ALLOWANCE AND/OR APPLICABLE FEES FOR CARRY-ON//CHECKED BAGGAGE RELATED TO YOUR FLIGHT - PLEASE VERIFY THE CARRIERS WEBSITE.

ACCOMMODATIONS:

PLEASE VERIFY THE RATE AT CHECK-IN AS LOCAL MARKET CONDITIONS MAY DICTATE A LOWER RATE.

THE SUPPLIERS PROVIDING SERVICES FOR YOUR RESERVATION MAY HAVE IMPOSED RESTRICTIONS CONCERNING THE ABILITY TO CHANGE OR MODIFY YOUR RESERVATION. THE DETAILS OF THESE RESTRICTIONS WERE PROVIDED EITHER TO YOU OR TO THE PERSON MAKING THE RESERVATION ON YOUR BEHALF. DURING THE ONLINE RESERVATION PROCESS THESE RESTRICTIONS WERE ACCEPTED PRIOR TO SUBMITTING YOUR RESERVATION FOR PURCHASE. SHOULD YOU HAVE ANY QUESTIONS OR CONCERNS, PLEASE CONTACT AN HRG NORTH AMERICA TRAVEL COUNSELLOR.

NO-SHOWS:

NO-SHOWS ARE NOT PERMITTED AND RESULT IN THE FORFEIT OF THE FULL AMOUNT OF THE FARE AT DEPARTURE TIME; PLEASE NOTE THAT NO-SHOWS AT ORIGINAL POINT OF DEPARTURE WILL ALSO RESULT IN CANCELLATION OF THE REMAINDER OF THE FLIGHTS.

CHANGES OR CANCELLATIONS MUST BE MADE PRIOR TO SCHEDULED TRAVEL DATE AND; FLIGHT TIME TO PREVENT NO SHOWS AND AVOID FORFEIT OF VALUE OF TICKET.

PLEASE NOTE THAT FARES MAY BE SUBJECT TO CHANGE AND ARE GUARANTED ONLY ONCE TICKETED.

Travel Industry regulations require the travel agency to advise the customer about the availability of optional trip cancellation insurance and optional out of province health insurance. Individuals may contact the travel insurance provider of their choice to obtain a personal quote. TICO NO. 1355825

HRG North America, 370 King St. W., Suite 700, Toronto ON M5V 1J9, 1-866-857-3578

Désormeaux, Suzanne

Jan. 19 to 21 - QC City

From: Air Canada <confirmation@aircanada.ca>
Sent: 8 janvier 2016 11:06
To: Désormeaux, Suzanne
Subject: Air Canada - MR WILLIAM PENTNEY - 19-Jan/YOW-YQB (booking ref L24TDE) - Itinerary-Receipt

****** PLEASE DO NOT REPLY TO THIS E-MAIL ******

Itinerary-Receipt

Your booking is confirmed. Please print/retain this page for your financial records (for taxation, expense claim or credit card reconciliation purposes). We thank you for choosing Air Canada and look forward to welcoming you on board.

Scan this barcode to check in at any Air Canada check in kiosk.

Booking Date: **Jan 08, 2016** Passengers **MR WILLIAM PENTNEY**
Agent Name:
Agency ID:

Purchase a travel option Purchase On My Way travel assistance.

Booking Information

Booking Reference **L24TDE**

Electronic Ticketing confirmed. This is your official itinerary/receipt.

Main Contact
HRG North America
UATTESTING@HRGWORLDWIDE.COM
44 1252 16139574998

Online Services

Select Seats get more seating options for my flight.
Manage My Booking (change, cancel, upgrade).
Alert me of flight status changes directly to my mobile phone or email.
Flight Arrivals & Departures check online if my flight is on time.
Check-in online and print my boarding pass.

Customer Care

Air Canada
1-888-247-2262*

Flight Arrivals and Departures
1-888-422-7533

*For use from phones in Canada, the continental USA, Hawaii and Alaska.

* Can my booking be changed online?

Flight Itinerary

Flight	From	To	Stops	Duration	Aircraft	Fare Type
AC8748	**McDonald - Cartier Intl (YOW)** Tue 19-Jan 2016 18:15	**Quebec Intl (YQB)** Tue 19-Jan 2016 19:22	0	1hr07	DH1	Tango S

s.18(a)
s.19(1)

Min.

Flight **AC8748 is operated by Air Canada Express - Jazz. Please check in directly at the Air Canada Express - Jazz**. Certain smaller carriers conduct airport operations through the ticketing counters of larger airlines.

Flight	From	To	Stops	Duration	Aircraft	Fare
AC8729	**Quebec Intl (YQB)** Thu 21-Jan 2016 19:00	**Montreal Pierre Elliott Trudeau Intl (YUL)** Thu 21-Jan 2016 19:49	0	0hr49	DH4	Tango S

Flight **AC8729 is operated by Air Canada Express - Jazz. Please check in directly at the Air Canada Express - Jazz**. Certain smaller carriers conduct airport operations through the ticketing counters of larger airlines.

Flight	From	To	Stops	Duration	Aircraft	Fare
AC8985	**Montreal Pierre Elliott Trudeau Intl (YUL)** Thu 21-Jan 2016 20:50	**McDonald - Cartier Intl (YOW)** Thu 21-Jan 2016 21:36	0	0hr46	DH1	Tango S

Operated by [1] Air Canada Express - Jazz

Passenger Information

1: MR WILLIAM PENTNEY : Adult (16+), Ticket Number: **0142157208569**

Frequent Flyer Pgm :
Payment Cards :
Seat Selection : AC 8748 (YOW-YQB) - **5D**
AC 8729 (YQB-YUL) - **10D**
AC 8985 (YUL-YOW) - **6C**

Meal Preference : **None**
Special Needs : **None**

Purchase Summary

Fare Summary	
Passenger Type	**Adult**
Departing Flight - Tango	**209.00**
Returning Flight - Tango	**209.00**
Surcharges	24.00
Sub Total	**442.00**

Taxes, Fees and Charges	
Canada Airport Improvement Fee	56.00
Air Travellers Security Charge (ATSC)	14.25
Canada Goods and Services Tax (GST/HST #10009-2287 RT0001)	1.65
Canada Harmonized Sales Tax (GST/HST #10009-2287 RT0001)	62.30
Canada Quebec Sales Tax (QST #1000-043-172 TQ1991)	3.29
Total airfare and taxes before options (per passenger)	**579.49**

Travel Options	
Departing Flight - Tango	
Advance Seat Selection	10.00
Returning Flight - Tango	
Advance Seat Selection	20.00
Canada Harmonized Sales Tax (GST/HST #10009-2287 RT0001)	3.90
Number Of Passengers	1

s.18(a)

Total	**613.39**
Grand Total - Canadian Dollar	**$613.39**

Payment Information

The following charges were charged on your payment card [redacted]

- **$579.49** (Airfare)

The following charges were charged on your payment card [redacted]

- **$33.90** (Seat selection)

Ticket number 0142157208569

Fare Rules

Departing Flight Ottawa (YOW) To Quebec (YQB) - **Tango**
Returning Flight Quebec (YQB) To Ottawa (YOW) - **Tango**

- **Changes:**
  - Prior to day of departure - **Change fee** per direction, per passenger, is $75 CAD plus applicable taxes and any additional fare difference. **Changes** can be made up to 2 hours prior to departure.
  - **Airport same-day changes** are subject to availability and are permitted only for same-day flights at a fee of $150 CAD per direction, per passenger.
  - **Same-day standby** is available **only** to passengers travelling between Toronto Pearson (YYZ) and LaGuardia (LGA), John F. Kennedy (JFK) and Newark (EWR) airports.
  - Flights can only be used in sequence from the place of departure specified on the itinerary.
- **Cancellations:**
  - Tickets are **non-refundable** and **non-transferable**.
  - **Cancellations** can be made up to 45 minutes prior to departure.
  - Provided the original booking is cancelled prior to the original flight departure, the value of the unused ticket can be applied within a one year period from date of issue of the original tickets to the value of a new ticket subject to the change fee per direction, per passenger, plus applicable taxes and any additional fare difference, subject to availability and advance purchase requirements. The new outbound travel date must commence within a one year period from the original date of ticket issuance. If the fare for the new journey is lower, any residual amount will be forfeited.
  - Customers who **no-show** their flight will forfeit the fare paid.
  - Paid Advance Seat Selection is available on Air Canada flights and Air Canada Express (operated by Jazz), subject to availability.
  - Flights operated by Air Canada: earn 25% Aeroplan Miles (Altitude Qualifying Miles) for flights within Canada and 50% Aeroplan Miles (Altitude Qualifying Miles) for flights between Canada and the U.S.
  - Read complete fare rules applicable to this fare.

Please read important information and notices regarding Air Canada's general conditions of carriage.

Baggage Allowance and Fees

Carry-On Baggage Policy

Oversized carry-on bags are not permitted on our aircraft, and may cause flight delays for all passengers. Please ensure your carry-on bags are inside the maximum allowed size as indicated below; **they are required to fit in the double-size verification device** at check-in or boarding time.

Items which fall within the 2-piece carry on allowance include: One (1) carry-on bag or suitcase (wheels

s.19(1)

Désormeaux, Suzanne

From: Air Canada <confirmation@aircanada.ca>
Sent: 19 janvier 2016 12:15
To: Désormeaux, Suzanne
Subject: Air Canada - Receipt - Baggage Fee

1

Your fees have been successfully collected.

Departure Date: 2016-01-19

Passenger: WILLIAM PENTNEY
Departure city: OTTAWA YOW
Destination city: QUEBEC YQB

Fee Breakdown:

Excess baggage fee (1 piece): 25.00 CAD

HST: 3.25 CAD

Total CAD: 28.25 CAD

Form of payment used: Visa

Please Note: This fee is non refundable.

GST - HST: #100092287 RT0001

Fly through paying on your mobile device with Air Canada Mobile+!
Air Canada mobile+ can remember your personal and payment information so you can fly through your mobile experience and pay for items like upgrades and flight changes quickly, easily and securely. Click the link below to Learn More, http://services.aircanada.com/portal-web/mobile/static/mobileplus.html

You can view all your available Air Canada mobile+ messages here:
http://mymessages.aircanada.com/en/SGeVtkuDHGUliGrSxY6lfw

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This service email was sent by Air Canada to you and contains important information that must be communicated to you regarding an Air Canada Product or Service that you have requested. This service email is not a promotional email.

Your privacy is important to us. To learn how Air Canada collects, uses, and protects the personal information you provide, please view our Privacy Policy (http://www.aircanada.com/en/about/legal/privacy/policy.html).

AIRPORT FEE RECEIPT
TICKET NO: 0142157208569
NAME: PENTNEY/WILLIAMMR
DATE OF ISSUE: 21JAN2016

PNR RECLOC: L24TDE
ISSUED BY : YQBFM

	AMOUNT	GST	HST	QST	TOTAL
FIRST BAGGAGE FEE	25.00	00.00 /	03.25 /	00.00	28.25
GRAND TOTAL	25.00	00.00 /	03.25 /	00.00	28.25

FORM OF PAYMENT: IN CANADIAN DOLLARS VI

GST/TPS HST/TVH NO. 100092287 RT000 QST/TVQ NO. 1000-043-172 RT000

FEES ARE NON-REFUNDABLE

(2)

BLUELINE

Job #

(4)

RECEIPT FOR CAB FARE

Amount $40 Date Jan 21/16

From Airport Ottawa

To Home

Cab No. Driver

H.S.T. Included

VISA

ASSOCIATION COOPÉRATIVE

- Courrier / Livraison
- Gros et petits colis
- Commission
- Survoltage / Déverrouillage

TAXI 418 525-5191 COOP

496, 2e Avenue, Québec
taxicoop-quebec.com

(5)

VISA MasterCard AMERICAN EXPRESS

Date 21-01-16

Montant $38,00

CHAUFFEUR No.

SERVICE 7 JOURS / 24 HEURES

HÔTEL CHÂTEAU LAURIER QUÉBEC
★★★★
GRANDE ALLÉE · GEORGE-V · PLAINES D'ABRAHAM

George V
Le traiteur événementiel à Québec !

(3)

WILLIAM PENTNEY
DEPARTEMENT OF JUSTICE CANADA
284, RUE WELLINGTON
Ottawa, ON
K1A 0H8
CAN

No Facture: IN 667652
Date: 21/01/16

Arrivée: 19/01/16
Départ: 21/01/16
Nbre Clients: 1
No Chambre: 304

Date	Description		Montant	Q
19/01/16	Chambre 3%		106.00	1
	Re: 304/PENTNEY, WILLIAM	Taxes Hébergement 3%	3.18	
		TPS. Hébergement 5%	5.46	
		TVQ. Hébergement 9.975%	10.89	
20/01/16				1
20/01/16				1
20/01/16				1
20/01/16				1
20/01/16	Chambre 3%		106.00	1
	Re: 304/PENTNEY, WILLIAM	Taxes Hébergement 3%	3.18	
		TPS. Hébergement 5%	5.46	
		TVQ. Hébergement 9.975%	10.89	
21/01/16	Visa		(294.49)	1
	Aut#: 058188/			
		TOTAL	0.00	

125.53
125.53
251.06

***** TAXES INCL *****

taxe d'hébergement	6.36
TPS R101043404	12.69
TVQ 1000736691	25.29

Devises canadiennes
Conditions: payable 30 jours-frais de 2% par mois (24% par année) sur les comptes en souffrance.
Payable chez Desjardins et dans les institutions financières participantes: SPC 10554.

X ______________________
Signature

1220, Place George-V Ouest, Québec, (Québec), Canada, G1R 5B8, Tél:418-522-8108 Téléc.:418-524-8768 Courriel: laurier@vieuxquebec.com

Department of Justice Canada | Ministère de la Justice Canada

HOSPITALITY CLAIM | DEMANDE DE REMBOURSEMENT DE DÉPENSES D'ACCUEIL

s.19(1)

Function - L'évènement	Date of Function / Date de l'évènement	Place(s) of Function - Lieu(x) de l'évènement
Dinner - Chief of Staff Justice Canada & Public Safety	Y-A M D-J 2016 01 20	Québec City

Date	Type	Participants: Gov't of Canada / Gouv. du Canada	Participants: Others / Autres	Actual Cost - Coût réel: Total Attendees / Total des prticipants	Actual Cost - Coût réel: Per Capita Cost / Coût individuel	A Total Cost / Coût total
2016/01/20	Dinner	12		12	$37.60	$451.16
				Totals / Totaux	$37.60	$451.16

Date	Type (Other than food & beverage) / Type (Autres que nourriture et boissons)	Number of Items / Nombre d'articles	Cost per Item / Coût par article	B Total Cost / Coût total	A+B Total Hospitality Cost / Coût total de l'accueil
					$451.16

Remarks - Remarques

See attached participant list

CR

Event name: Premeeting Chief of Staff prior FPT Justice Minister Meeting

Payee Name - Nom du bénéficiaire						Vendor Code - Code fournisseur	
						12886610	
Commitment No. / N° d'engagement	Cost Center / Centre de coût	Fund - Fonds	Functional Area / Domaine fonctionnel	Order - Ordre	GL - Compte général (2015 / 2401)	Amount including Tax / Montant incluant taxe	GST / HST / TPS / TVH
300256477-02	11050	15	4010		2401	451.16	15.38

Payee Name - Nom du bénéficiaire						Vendor Code - Code fournisseur	
Commitment No. / N° d'engagement	Cost Center / Centre de coût	Fund - Fonds	Functional Area / Domaine fonctionnel	Order - Ordre	GL - Compte général (2015 / 2401)	Amount including Tax / Montant incluant taxe	GST / HST / TPS / TVH

Prepared by (*Type or print*) - Préparé par (*Dactylographier ou en caractères d'imprimerie*)	Tel. No. - N° de tél.	Date
Joelle Landry	941-6042	2016-03-23

Certified pursuant to Section 34 of the *Financial Administration Act*. Certifié en ver[...] *on des finances publiques.*

Title - Titre

~~Minister Hon. Jody Wilson-Raybould~~

0 5 FEV. 2016

Date

JUS 145-2 (2011/11)

Department of Justice Canada | Ministère de la Justice Canada

s.19(1)

FOR APPROVAL

MEMORANDUM TO THE MINISTER

SECTION 32
(FOR APPROVAL)

OBJECT

To obtain your section 32 approval for the Hospitality hosted by [redacted] for the.

CONTEXT

An expenditure initiation and commitment request should have been done before the expense was incurred.

Your signature for the section 32 is required to proceed with the payment of these expenses.

CONSIDERATIONS

In accordance with Treasury Board policy, your signature is required.

Do you approve? Yes ✓ / No ____

Hon. Jody Wilson-Raybould
Minister of Justice and Attorney General of Canada

PREPARED BY
Joëlle Landry
Administrative Officer
Téléphone : 613-941-6042
March 9, 2016

s.19(1)

LOUIS HEBERT
668, GRANDE-ALLEE EST
QUEBEC, 418.525.7812

22:18:13 Mer., 20 Janvier 2016
#403861 TBL#84-2,3,4,...

1	Assiette végéta	$25.00
1	Penne effiloché	$20.00
1	POUDING PAIN CH	$12.00
1	Filet boeuf car	$39.00
1	TRILOGIE GLACEE	$10.00
2	THÉ / TISANE	$6.00
1	Filet boeuf car	$39.00
	SAUCE POIVRE	
2	CRUMBLE	$24.00
2	PEPSI	$7.50
1	Magret de canar	$33.00
1	Linguini saumon	$25.00
1	Magret de canar	$33.00
1	BTL NIETO	$39.00 ✗
2	BTL GRAFFIGNA	$78.00 ✗
1	CREME BRULEE	$12.00
1	Tartare boeuf	$16.00
1	Salade panachée	$6.00

SOUS-TOTAL $424.50
T.P.S. $21.23
T.V.Q $42.34
TOTAL $488.07

T.P.S #R 104493952
T.V.Q #100 313 9863
8 Client

VOUS AVEZ ETE SERVI
PAR: EQUIPE - SOIR -

TPS: 21,23 $ TVQ: 42,34 $
Total : 488,07 $
FACTURE ORIGINALE

2016-01-20 22:12:07 MEV:11950501-10137955
RESTAURANT LOUIS HEBERT INC
668, GRANDE ALLEE E QUEBEC

==TRANSACTION RECORD==
=RELEVÉ DE TRANSACTION=

POS28001572 RETLR83109906
RESTAURANT LOUIS HEBERT
668 GRANDE ALLEE E
QUEBEC , QC

CARD/CARTE: VISA
NO. [redacted]
AID: A0000000031010
APPL: VISA CREDIT
CLERK/EMPL: 002
INVOICE#:403861
SEQ.: 010 BATCH/LOT: 082
REFERENCE NB.: 001296
2016/01/20 22:26:12 CA1

PURCHASE/ACHAT $488.07
TIP/POURBOIRE $97.61
TOTAL $585.68
AUTHOR./AUTOR.: 083302

00 APPROVED - THANK YOU

Keep this copy for
your records.

COPY : CARDHOLDER
****

s.19(1)

Rousseau, Johanne

From:	Rousseau, Johanne
Sent:	January 20, 2016 12:17 PM
To:	
Subject:	RE: Dinner - List of attendees

Missed one...

(Northwest Territories)

From: Rousseau, Johanne
Sent: January-20-16 9:29 AM
To:
Subject: Dinner - List of attendees

Here is the updated list of people attending the dinner tonight. In order to fill the hospitality claim, we will need to add the names of the participants. If anyone else joins you, please make sure you have their name added to the list.

You are probably aware, but let me add this gentle reminder: we are allowed to pay for food, but not for alcohol. You may pay it but you won't get reimbursed for that part of the bill.

The phone number to reach the restaurant is in your calendar, if you have to change anything – but I can help you from here, no problem.

(Nova Scotia)
(Québec)
(Québec)
(Ontario)
(Ontario)
(Saskatchewan)
(British Columbia)
(Yukon)
(Alberta)

Johanne Rousseau
Office of the Minister of Justice and Attorney General of Canada
Bureau de la ministre de la Justice et procureur général du Canada
johanne.rousseau@justice.gc.ca
613-947-7677

Calcul de TPS et TVQ 2016

CALCUL TAXES DES RÉSIDENTS DU QUÉBEC AU QUÉBEC 2016

Montant avant/hors taxes		TPS (5%)		TVQ (9.975%)	
307.5	+	15.38	+	30.67	=

Montant avec taxes

353.55

Calculer


```
     0• C
     0• C
424•50 +
 39•00 -
 78•00 -
307•50 *
307•50 +
 15•38 +
 30•67 +
 97•61 +
451•16 *
451•16 ÷
   12• =
 37•60 *
```

s.19(1)

Landry, Joelle

From: Landry, Joelle
Sent: 2016-Mar-19 10:43 AM
To: Rousseau, Johanne
Subject: Hospitalité Jan. 20, 2016

Allo Johanne je me demandais si tu pouvais me fournir la liste d'invités pour le souper de 20 janvier qui est remboursable à [redacted]?

Merci

Joëlle Landry
Administrative Officer/Agente d'administration
DM Group Business Centre/Groupe du SM, Centre d'affaires
Justice Canada
284 Wellington St. - EMB 4143C
Ottawa, ON K1A 0H8
Telephone/Téléphone : 613-941-6042

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Government	Minister	Senior Staff	Contact Information	
Canada (Justice)	**Jody Wilson-Raybould** *Minister of Justice and AG*	*Chief of Staff*	@justice.gc.ca 613-992-4621 (general office)	
Canada (Public Safety)	**Ralph Goodale** *Public Safety*	*Chief of Staff*	@canada.ca 613-991-2858 (general office)	
Newfoundland & Labrador (Justice, Public Safety, and AG)	**Andrew Parsons** *Justice, Public Safety, and AG*	No Chief of Staff or EA Secretary:	@gov.nl.ca	
Prince Edward Island (Justice and Public Safety)	**H. Wade MacLauchlan** *Minister of Justice and AG*	*Chief of Staff*	@gov.pe.ca (general office)	
Nova Scotia (Department of Justice)	**Diana C. Whalen** *Minister of Justice and AG*	*Executive Assistant*	@novascotia.ca	
Nova Scotia (Public Prosecutions Service)	**Martin E. Herschom** *Director*	*Executive Assistant*	@novascotia.ca	
New Brunswick (Department of Justice)	**Stephen Horsman** *Public Safety, Justice*	*Executive Assistant*	@gnb.ca (general office)	
New Brunswick (Department of Justice)	**Serge Rouselle** *Attorney General*	*Executive Assistant*	@gnb.ca	
Quebec (Department of Justice)	**Stephanie Vallee** *Minister of Justice and AG*	*Chief of Staff*	@justice.gouv.qc.ca	
Quebec (Department of Public Security)	**Lise Theriault** *Minister of Public Security*	*Chief of Staff*	@msp.gouv.qc.ca	
Ontario (Ministry of the Attorney General)	**Madeline Meilleur** *Attorney General*	*Chief of Staff*	@ontario.ca	
Ontario (Ministry of Community Safety and Correctional Services)	**Yasir Naqvi** *of Community Safety and Correctional Services*	*Chief of Staff*	@ontario.ca	
Manitoba (Department of Justice)	**Gord Mackintosh** *Minister of Justice and AG*	*Special Assistant*	@leg.gov.mb.ca	
Saskatchewan (Ministry of Justice)	**Gordon Wyant** *Minister of Justice and AG*	*Chief of Staff*	@gov.sk.ca (office general) (direct line)	
Saskatchewan (Ministry of Justice)	**Christine Tell** *Minister responsible for Corrections and Policing*	*Chief of Staff*	@gov.sk.ca	
Alberta of Justice and Solicitor General)	**Kathleen Ganley** *Minister of Justice and SG*	*Chief of Staff*	@gov.ab.ca (office general)	
British Columbia (Ministry of Justice)	**Mike Morris** *Public Safety and SG*	*Chief of Staff*	@gov.bc.ca (direct line)	
British Columbia (Ministry of Justice)	**Suzanne Anton** *Minister of Justice and AG*	*Chief of Staff*	@gov.bc.ca	
Yukon (Department of Justice)	**Brad Cathers** *Minister of Justice*	*Executive Assistant*	@gov.yk.ca	
Northwest Territories (Department of Justice)	**Louis Sebert** *Minister of Justice*	*Executive Assistant*	@gov.nt.ca	
Nunavut (Department of Justice)	**Paul Okalik** *Minister of Justice*	*Chief of Staff*	@gov.nu.ca	

s.19(1)

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Department of Justice Canada / Ministère de la Justice Canada

INTERNAL JOURNAL VOUCHER - PIÈCE DE JOURNAL INTERNE

DEPARTMENT - MINISTÈRE	NO - N°	BRANCH/DIVISION/SECTION - DIRECTION/DIVISION/SECTION	FISCAL YEAR - ANNÉE FIN.
JUS	013	Deputy Minister's Office	2015-2016

INTRA NO - N° INTRA	IPU NO - N° DUEP	SOURCE NO - N° DE SOURCE	LOCATION - ENDROIT	PREPARED BY - ÉTABLI PAR	TEL NO - N° DE TEL	DATE Y-A M D-J
			EMB-4143A	Sylvie Crispin	613-482-9811	2016 01 20

GL Account Compte GL	CR - CT / DR - DT	Net Amount Montant Net	Cost Center Centre de coût	Fund Fonds	Functional area Domaine Fonctionnel	Order Ordre	Assignment Affectation	Description	Commitment PO Engagement Bon de commande	Line item Ligne d'item
3750	CR - CT	-$3,500.00	12000	15	4010			Correction Cost Center should be 11050	4500126652	10
3750	DR - DT	$3,500.00	11050	15	4010					
	--									
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TOTAL DEBITS / TOTAL DES DÉBITS: $3,500.00

TOTAL CREDITS / TOTAL DES CRÉDITS: $3,500.00

REMARKS - REMARQUES: Invoice 4455 - Counsel Public Affairs Inc Media & QP Training - December 2015

APPROVED BY (CREDIT OFFICE) / APPROUVÉE PAR (BUREAU CRÉDITEUR): [signature] TEL NO - N° DE TEL: 9408981 DATE Y-A M D-J: 16 01 20

APPROVED BY (DEBITING OFFICE) / APPROUVÉE PAR (BUREAU DÉBITEUR): FEB - 4 2015

FINCON BATCH # - # DE LOT FINCON

1- ACCOUNTING SERVICES / SERVICES DE LA COMPTABILITÉ
2- DEBITING OFFICE / BUREAU DÉBITEUR
3- CREDITING OFFICE / BUREAU CRÉDITEUR

JUS 646-3 (2011/05)

Counsel Public Affairs Inc.

95 St. Clair Ave W.
Suite 1606
Toronto, Ontario
M4V 1N6

Phone # 416 920-0716 Fax # 416 352-6069

RECEIVED
JAN 1 9 2016

Invoice

BILL TO

Deputy Minister's Office
Department of Justice Canada
Att: Sylvie Crispin
284 Wellington St. RM 4143A
Ottawa,ON K1A 0H8

Date	Invoice #
12/31/2015	4455

Order No. 4500126652

Description	Amount
Consulting services provided for the month of: December, 2015	3,500.00T
Subtotal	3,500.00
HST on Sale - 13%	455.00

Business Number: 863349379

PLEASE REMIT IN CDN FUNDS.

Total	$3,955.00

Cheque payable to Counsel Public Affairs Inc.
A 2.5% monthly interest charge will be added to all invoices over 30 days past due.

GR - 500244096

COUNSEL
PUBLIC AFFAIRS PUBLIC RELATIONS

s.19(1)

December 31, 2015

Sylvie Crispin
Deputy Minister's Office
Department of Justice Canada
284 Wellington Street, Room 4143A
Ottawa ON K1A 0H8

Dear Sylvie,

Re: Media and Question Period Training – Order # 4500126652

I am enclosing our account for services rendered in December, 2015 in connection with the above noted matter.

Thanking you for the opportunity to be of service. I remain,

Yours truly,

Managing Principal

Encl.

Counsel Public Affairs Inc.
95 St. Clair Avenue West, Suite 1606, Toronto, ON, Canada M4V 1N6 Telephone: 416-920-0716 www.counselpa.com

50 JUS 50 Hoc. (14) (30)

Expense Report Statement

400074333
Freebalance

Expense Report Name: Ottawa Jan. 23 30 2016 -1

Traveller Name:	*JODY RT HON WILSONRAYBOULD*	**Offline TAN:**	*ANH130537*
TIN:	*A414708*	**Fiscal Year:**	*2015-2016*
Prepared By:	*Jody Wilson Raybould*	**Travel Outside Default Division:**	*N*
Policy Module:	*M3D - Domestic - Overnight Stay*	**Vendor Code:**	*42152054*
Trip Purpose:	*Other - Meetings*	**Event:**	
Other Trip Purpose:			
Travel Request Name:	*6E0F3A6*		
Travel Start Date:	*29/01/2016*		
Travel End Date:	*29/01/2016*		
ER Approval Status:	*Approval Required*		
Primary Location:			
Secondary Location:			
Comments:			

Expense Report Summary

Expense Summary

Total allocated expenses :	586.32	**2,675.73** (2415.38)
(Minus) Total non-reimbursable expenses :	+ 62	680.74
Total reimbursable expenses :	648.32	**1,994.99**
Total due traveller :	1734.64	**1,994.99** – repas hotel

Non-Reimbursable Expenses

Expense Type	Date		Foreign Amount	Tax Amount	Amount
25) Transaction/Service Charges	02/02/2016	1514 - 11050 - 0130 - 4010 - 15 - - 3003 -			65.10
Hrg Anh130537 4.01					65.10
5) Commercial Air	28/01/2016	1514 - 11050 - 0130 - 4010 - 15 - - 3003 -			615.64
Manual Prepaid					615.64
Air Canada					

Total non-reimbursable expenses (CAD) 680.74

Reimbursable Expenses

Expense Type	Date		Foreign Amount	Tax Amount		Amount
11) Taxi	29/01/2016	1514 - 11050 - 0130 - 4010 - 15 - - 3003 - 8500 - 0130 - 0000 - 10006 - 82 - - -		CA*G ...	2.77	69.23 72.00
16) Commercial Accommodation Westin Hotels And Resorts	24/02/2016	1514 - 11050 - 0130 - 4010 - 15 - - 3003 - 8500 - 0130 - 0000 - 10006 - 82 - - -		ON*HST	24.76	206.33 231.09
16) Commercial Accommodation Sheraton Hotels Corporation	29/01/2016	1514 - 11050 - 0130 - 4010 - 15 - - 3003 - 8500 - 0130 - 0000 - 10006 - 82 - - -		ON*HST	128.90	1,074.20 1,203.10
2) Allowance: Meals, Incidentals & Private Accommodation	29/01/2016	1514 - 11050 - 0130 - 4010 - 15 - - 3003 - 8500 - 0130 - 0000 - 10006 - 82 - - -		ON#HST	40.31	310.09 350.40
	29/01/2016	1514 - 11050 - 0130 - 4010 - 15 - - 3003 - 8500 - 0130 - 0000 - 10006 - 82 - - -		ON#HST	13.93	107.17 121.10
	29/01/2016	1514 - 11050 - 0130 - 4010 - 15 - - 3003 - 8500 - 0130 - 0000 - 10006 - 82 - - -		CA#G ...	0.82	16.48 17.30
			Total reimbursable expenses (CAD)			1,994.99

Tax Coding Summary

GST	Total Amount
8500 - 0130 - 0000 - 10006 - 82 - - -	3.59

HST	Total Amount
8500 - 0130 - 0000 - 10006 - 82 - - -	207.90

Financial Coding Summary

Financial Coding	Total Excl. Tax	Total Incl. Tax
1514 - 11050 - 0130 - 4010 - 15 - - 3003 -	2,464.24	2,675.73

Approval History

Date And Time	Approver	Approval Status	Comment
16/03/2016 08:21:09	J Wilson-Raybould	Approved	
10/03/2016 16:50:50	Joelle Landry	Comments Submitted	HoC paid for the flights exept for the Edm to Van. portion

Signatures

I have access to the Treasury Board Travel Policy (internal policy for separate employers) and accept the terms and conditions of travel that are in accordance with current policy.

Traveller Name *JODY RT HON WILSONRAYBOULD* **Submit Date** *16/03/2016*

Signature

Submitted on behalf of the Traveller.

Delegate Name *Joelle Landry* **Submit Date** *16/03/2016*

Signature

Certified pursuant to section 34 of the Financial Administration Act.

Approver Name *J Wilson-Raybould* **Approval Date** *16/03/2016*

Signature

Processor Name ______________________ **Processed Date** ______________________

Signature

Van Ott VAC flight → Paid by HoC

Travel Request

Travel Request Name: 6E0F3A6

Other expenses + Justice → Fort Mac Edm. Van

Traveller Name:	*JODY RT HON WILSONRAYBOULD*	**Offline TAN:**	*ANH130537*
TIN:	*A414708*	**Fiscal Year:**	*2015-2016*
Prepared By:	*Jody Wilson-Raybould*	**Travel Outside Default Division:**	*N*
Policy Module:	*M3D - Domestic - Overnight Stay*	**Blanket Travel Authority Applied:**	*No*
Trip Purpose:	*Other - Meetings*	**Vendor Code:**	*42152054*
Other Trip Purpose:		**N/A:**	
Alternative To Travel:	*Personal attendance required*	**N/A:**	
Travel Start Date:	*29/01/2016*	**N/A:**	
Travel End Date:	*29/01/2016*	**N/A:**	
Approval Status:	*Approval Required*	**N/A:**	
Primary Location:		**Event:**	
Secondary Location:			

Comments:

Flight - 2

Travel Request Flight Van. to Ott.
Missing → Accommodation → Per diem → taxis → Parking

Travel Request Summary

Expense Summary

Total non-reimbursable expenses:	615.64
Total reimbursable expenses:	0.00
	615.64

Advance Summary

Travel advance:	0.00

Non-Reimbursable Expenses

Expense Type		**Amount**
Commercial Air (estimate direct from OBT) Air Canada Business Class Edmonton to Vancouver	1514 - 11050 - 0130 - 4010 - 15 - - 3003 -	615.64
	Total non-reimbursable expenses	615.64

Financial Coding Summary

Financial Coding	**Total Excl. Tax**	**Total Incl. Tax**

Financial Coding	Total Excl. Tax	Total Incl. Tax
1514 - 11050 - 0130 - 4010 - 15 - - 3003 -	615.64	615.64

Approval History

Date And Time	Approver	Approval Status	Comment
04/03/2016 15:12:45	Joelle Landry	Comments Submitted	Edmonton to Vancouver was first class

Warning: POLICY BREACH

- Economy Class:

Itinerary Details

PNR:	*TTS8LK*	**Traveller Type:**	*Minister*
Trip Status:	*Booked*	**Primary Trip Purpose:**	*Other - Meetings*

Flight (CAD) **615.64**

AC Air Canada Municipal, Ft McMurray, Canada — Edmont.. **Booking Ref: QBPP5R**

Flight	Departure	Arrival	Class
8391	Municipal, Ft McMurray, Canada 29/01/2016 19:10	Edmonton Intl Arpt, Edmonton, Canada 29/01/2016 20:14	Economy

Mileage: 0 | Total CO_2 Emissions: 0

History

Flight	Departure	Arrival	Class	Changed On
8391	Municipal, Ft McMurray, Canada 29/01/2016 19:10	Edmonton Intl Arpt, Edmonton, Canada 29/01/2016 20:14	Economy	31/01/2016 06:01

Payment Method: DTEC Cost 615.64

AC Air Canada Edmonton Intl Arpt, Edmonton, Canada — ... **Booking Ref: QBPP5R**

AC Air Canada Municipal, Ft McMurray, Canada — Edmont.. **Booking Ref: QBPP5R**

Flight	Departure	Arrival	Class
255	**Edmonton Intl Arpt, Edmonton, Canada** 29/01/2016 20:50	**Vancouver Intl Arpt, Vancouver, Canada** 29/01/2016 21:39	Economy

Mileage: 0 | Total CO_2 Emissions: 0

History

Flight	Departure	Arrival	Class	Changed On
255	**Edmonton Intl Arpt, Edmonton, Canada** 29/01/2016 20:50	**Vancouver Intl Arpt, Vancouver, Canada** 29/01/2016 21:39	Economy	31/01/2016 06:01

Payment Method: DTEC Cost 0.00

Total Itinerary Cost (CAD) 615.64

Signatures

I have access to the Treasury Board Travel Policy (internal policy for separate employers) and accept the terms and conditions of travel that are in accordance with current policy.

Traveller Name *JODY RT HON WILSONRAYBOULD* **Submit Date** ____________

Signature

Certified pursuant to section 32 of the Financial Administration Act.

Approver Name *Jody Wilson-Raybould* **Approval Date** ____________

Blanket

Signature

Travel Expenses

See Jean, Good to go

Traveler's Name JWR
Trip Purpose
Destination Ottawa
Departure date Jan 23
Return date Jan 30

Departure time (from home/work) 5:15 pm
Are meals provided on flight/train — Yes (circled) / No

Multiple destination details —
Are meals provided on flight/train — Yes / No

Arrival time (end of travel status) 12:00 a.m.
Are meals provided on flight/train — Yes / No

Allocation - Claimed Meals & Incidental

DATE	BREAKFAST	LUNCH	DINNER	INCIDENTALS
Jan. 23	—	—	—	✓
24	—	—	✓	✓
25	—	✓	✓	✓
26	—	✓	—	✓
27	—	✓	✓	✓
28	—	✓	✓	✓
29	—	✓	✓	✓
30	—	—	—	✓

*Caucus day meeting (24)

x arrived at home @ 2:00 am. (30)

Additional comments

Jan. 24 — lunch provided at meeting
Jan 29. — Visite à La Loche – quitté au avec avion du PM
retourne à Vancouver à partir d'Edmonton

PLEASE ATTACH RECEIPTS	Provided
Accommodation	✓
Taxis	✓
Other	

Completed by: [signature]
Date: March 3, 2016

s.18(a)
s.19(1)

STS SVP
Shared Travel Services — Services de voyage partagés

HRG

E-Ticket Itinerary Receipt and Invoice

28 January 2016

THANK YOU FOR BOOKING WITH THE HOGG ROBINSON GROUP (HRG) GOVERNMENT OF CANADA TRAVEL SERVICES. THIS DOCUMENTATION CONFIRMS YOUR TRAVEL ARRANGEMENTS.

THE INFORMATION CONTAINED IN THIS DOCUMENT IS PROVIDED BY HRG NORTH AMERICA VIA TRAVELPORT AND OTHER THIRD-PARTY VENDORS. AS SUCH, SOME CONTENT IS AVAILABLE IN ENGLISH ONLY.

PLEASE REVIEW TO ENSURE THAT ALL INFORMATION IS CORRECT.

TRAVELLERS ARE RESPONSIBLE FOR VERIFYING THEIR TRAVEL DOCUMENTS UPON RECEIPT.

ACCEPTANCE OF YOUR ITINERARY CONSTITUTES AGREEMENT WITH ITS CONTENTS.

ANY DISCREPANCY MUST BE REPORTED TO HRG NORTH AMERICA PRIOR TO 8PM EST THE SAME BUSINESS DAY.

HRG WILL NOT INCREASE THE PRICE AFTER TICKET ISSUANCE.

Itinerary details

Trip locator:	TTS8LK
Traveller:	JODY RT HON WILSONRAYBOULD

Account references

Traveller Category :	Non Public Servants
Travel Directive Module :	M3D - Domestic - Overnight stay
THCEE Trip Category :	Other (please complete THCEE Other Explanation)
Trip Purpose :	Other - Meetings
TAN :	ANH130537
Rationale for not using virtual presence :	Personal attendance required

Itinerary summary

Traffic	Date	From-to/location	Supplier	Times	Class/room	Status
✈	29 Jan 2016	YMM - YEG	AC8391	19:10-20:14	Economy	Booked
✈	29 Jan 2016	YEG - YVR	AC255	20:50-21:39	Business	Booked

Frequent flyer cards:

E-ticket 1

Invoice number:	41045
Traveller name:	WILSONRAYBOULD/J
Ticket number:	0141612614764
Route:	Fort Mcmurray, Ft McMurray - Edmonton Intl Airport, Edmonton - Vancouver Intl Airport, Vancouver
Fare amount:	549.20 CAD
Taxes:	7.12 CA / 29.32 XG / 30.00 SQ
Ticket amount:	615.64 CAD
Issuing agency:	67524192
Date of issue:	28 January 2016
Form of payment:	
Endorsements:	AC ONLY

Air Canada
Operated By: Air Canada Express - Jazz
Flight # AC8391

Booking reference: QBPP5R
Status: Booked

Departing:	Fort Mcmurray, Ft McMurray, Canada (YMM), Terminal M
Date/time:	29 January 2016, 19:10
Arriving:	Edmonton Intl Airport, Edmonton, Canada (YEG)
Date/time:	29 January 2016, 20:14
Duration:	1h4m
Aircraft:	De Havilland DHC-8 400 Narrowbody Turboprop
Cabin class:	Economy (M)
Seat:	02C
Baggage allowance:	1PC

Add to calendar

Air Canada
Flight # AC255

Booking reference: QBPP5R
Status: Booked

Departing:	Edmonton Intl Airport, Edmonton, Canada (YEG)
Date/time:	29 January 2016, 20:50
Arriving:	Vancouver Intl Airport, Vancouver, Canada (YVR), Terminal M
Date/time:	29 January 2016, 21:39
Duration:	1h49m
Aircraft:	Airbus A320-100/200 Narrowbody Jet
Cabin class:	Business (P)
Seat:	03C
Baggage allowance:	1PC

Add to calendar

Fare details

Fare accepted:	549.20 CAD
Taxes and fees:	7.12 CA / 30.00 SQ / 29.32 XG
Total amount:	615.64 CAD
Fare routing:	YMM - YEG YEG - YVR

#2

Service Fees

Fee 1 Base:	62.00 CAD
Fee 1 Taxes:	3.10 CAD GST
Fee 1 Total:	65.10 CAD

#1

GENERAL INFORMATION
THIS TICKET IS NON-REFUNDABLE. CHANGES ARE PERMITTED
FOR A RE-ISSUE FEE PLUS FARE DIFFERENCE. CHANGES
MUST BE MADE PRIOR TO ORIGINAL TRAVEL DATE AND
FLIGHT TIME OR VALUE OF TICKET WILL BE FORFEITED.

GST REGISTRATION NO. R136445095 QST REGISTRATION NO. TVQ M1015857826

GST is represented by tax code XG; HST is represented by tax code RC; QST is represented by tax code XQ.

FOR ASSISTANCE OR IN TRANSIT EMERGENCY SERVICE PLEASE CONTACT HRG ANYTIME AT 1-866-857-3578 WITHIN NORTH AMERICA OR FROM OUTSIDE CANADA / USA; CALL COLLECT AT 1-613-822-3873.

FOR CREDIT CARD SUPPORT DUE TO LOST OR STOLEN CARDS PLEASE USE PHONE NUMBER ABOVE; SELECT OPTION 4 IMPORTANT; THE NAME ON THE IDENTIFICATION MUST MATCH THE NAME ON THE RESERVATION; BOARDING PASS.

FOR FLIGHTS WITHIN CANADA ALL PASSENGERS MUST PRESENT ONE PIECE OF VALID GOVERNMENT ISSUED PHOTO IDENTIFICATION THAT INCLUDES NAME / DATE OF BIRTH AND GENDER.

FOR FLIGHTS TO/FROM THE UNITED STATES ALL PASSENGERS ARE REQUIRED TO PRESENT A VALID PASSPORT.

CITIZENS OF COUNTRIES OTHER THAN CANADA AND THE UNITED STATES SHOULD CONTACT THEIR CONSULATE OR EMBASSY FOR BOARDING REQUIREMENTS OR CONSULT HRG GOVERNMENT TRAVEL SERVICE.

PROOF OF ONWARD OR RETURN TRAVEL MAY BE REQUIRED AT CHECK-IN.

PASSPORT AND VISA REQUIREMENTS:

Air Canada
Operated By: Air Canada Express - Jazz
Flight # AC8391

Booking reference: QBPP5R
Status: Booked

Departing:	Fort Mcmurray, Ft McMurray, Canada (YMM), Terminal M
Date/time:	29 January 2016, 19:10
Arriving:	Edmonton Intl Airport, Edmonton, Canada (YEG)
Date/time:	29 January 2016, 20:14
Duration:	1h4m
Aircraft:	De Havilland DHC-8 400 Narrowbody Turboprop
Cabin class:	Economy (M)
Seat:	02C
Baggage allowance:	1PC

Add to calendar

Air Canada
Flight # AC255

Booking reference: QBPP5R
Status: Booked

Departing:	Edmonton Intl Airport, Edmonton, Canada (YEG)
Date/time:	29 January 2016, 20:50
Arriving:	Vancouver Intl Airport, Vancouver, Canada (YVR), Terminal M
Date/time:	29 January 2016, 21:39
Duration:	1h49m
Aircraft:	Airbus A320-100/200 Narrowbody Jet
Cabin class:	Business (P)
Seat:	03C
Baggage allowance:	1PC

Add to calendar

Fare details

Fare accepted:	549.20 CAD
Taxes and fees:	7.12 CA / 30.00 SQ / 29.32 XG
Total amount:	615.64 CAD
Fare routing:	YMM - YEG YEG - YVR

#2

Service Fees

Fee 1 Base:	62.00 CAD
Fee 1 Taxes:	3.10 CAD GST
Fee 1 Total:	65.10 CAD

#1

GENERAL INFORMATION
THIS TICKET IS NON-REFUNDABLE. CHANGES ARE PERMITTED
FOR A RE-ISSUE FEE PLUS FARE DIFFERENCE. CHANGES
MUST BE MADE PRIOR TO ORIGINAL TRAVEL DATE AND
FLIGHT TIME OR VALUE OF TICKET WILL BE FORFEITED.

GST REGISTRATION NO. R136445095 QST REGISTRATION NO. TVQ M1015857826

GST is represented by tax code XG; HST is represented by tax code RC; QST is represented by tax code XQ.

FOR ASSISTANCE OR IN TRANSIT EMERGENCY SERVICE PLEASE CONTACT HRG ANYTIME AT 1-866-857-3578 WITHIN NORTH AMERICA OR FROM OUTSIDE CANADA / USA; CALL COLLECT AT 1-613-822-3873.

FOR CREDIT CARD SUPPORT DUE TO LOST OR STOLEN CARDS PLEASE USE PHONE NUMBER ABOVE; SELECT OPTION 4 IMPORTANT; THE NAME ON THE IDENTIFICATION MUST MATCH THE NAME ON THE RESERVATION; BOARDING PASS.

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FOR FLIGHTS TO/FROM THE UNITED STATES ALL PASSENGERS ARE REQUIRED TO PRESENT A VALID PASSPORT.

CITIZENS OF COUNTRIES OTHER THAN CANADA AND THE UNITED STATES SHOULD CONTACT THEIR CONSULATE OR EMBASSY FOR BOARDING REQUIREMENTS OR CONSULT HRG GOVERNMENT TRAVEL SERVICE.

PROOF OF ONWARD OR RETURN TRAVEL MAY BE REQUIRED AT CHECK-IN.

PASSPORT AND VISA REQUIREMENTS:

NTWHS9

Vol Minister

AC 459 AC149

29/01

Fort McMurray, AB

7¹⁰ —

Vancouver

7⁴¹ 8⁴⁰ X Edm 6

7⁴⁴ Calga

11⁵⁵ PM 5:45 am

7 8:15 (am)

10⁰⁹⁵⁷ 31

s.19(1)

3

The Westin Ottawa
11 Colonel By Drive
Ottawa, ON K1N 9H4
Canada
Tel: 613-560-7000 Fax: 613-234-5396

WESTIN®
HOTELS & RESORTS

Jody Wilson

Page Number	:	1	Invoice Nbr	: 207487
Guest Number	:	1134745		
Folio ID	:	A		
Arrive Date	:	23-JAN-16	01:27	
Depart Date	:	24-JAN-16	15:57	
No. Of Guest	:	1		
Room Number	:	2410		
Club Account	:			

Information Invoice

Tax ID : 811719848RT0001

The Westin Ottawa 24-JAN-16 15:58

Date	Reference	Description	Charges (CAD)	Credits (CAD)
23-JAN-16	DEPOSIT	Deposit Applied		-231.09
23-JAN-16	RT2410	Room	198.55	
23-JAN-16	RT2410	Tax-HST Rooms	25.81	
23-JAN-16	RT2410	Destination Marketing Program	5.96	
23-JAN-16	RT2410	Dest Marketing Program HST	0.77	
		** Total	231.09	-231.09
		*** Balance	0.00	

Continued on the next page

s.19(1)

The Westin Ottawa
11 Colonel By Drive
Ottawa, ON K1N 9H4
Canada
Tel: 613-560-7000 Fax: 613-234-5396

WESTIN®
HOTELS & RESORTS

Jody Wilson

Page Number	:	2	Invoice Nbr	: 207487
Guest Number	:	1134745		
Folio ID	:	A		
Arrive Date	:	23-JAN-16	01:27	
Depart Date	:	24-JAN-16	15:57	
No. Of Guest	:	1		
Room Number	:	2410		
Club Account	:			

Amount (CAD)
0.00
0.00
0.00
0.00
0.00

FUEL YOUR BODY - It's easy to maintain a healthy lifestyle on the road. Our extensive SuperFoodsRx(TM) menu features nutrient-rich, delicious dishes t hat fuel your body and give you the focused energy you need. Discover dishes to supercharge your day at westin.com/eatwell

Tell us about your stay. www.westin.com/reviews

s.19(1)

4

Sheraton Ottawa Hotel
150 Albert Street
Ottawa, ON K1P 5G2
Canada
Tel: 613-238-1500 Fax: 613-235 2723

Sheraton
HOTELS & RESORTS

Jody Wilson

Page Number	:	1
Guest Number	:	801287
Folio ID	:	A
No. Of Guest	:	1
Room Number	:	1708
Club Account	:	
Arrive Date	:	24-JAN-16 16:08
Depart Date	:	29-JAN-16 14:18

Tax ID : 122417470
Sheraton Ottawa 29-JAN-16 14:20

Date	Reference	Description	Charges (CAD)	Credits (CAD)
24-JAN-16	RT1708	Room	162.00	
24-JAN-16	RT1708	Room HST 13%	21.06	
24-JAN-16	RT1708	DMF 3%	4.86	
24-JAN-16	RT1708	DMF HST 13%	0.63	
25-JAN-16	RT1708	Room	162.00	
25-JAN-16	RT1708	Room HST 13%	21.06	
25-JAN-16	RT1708	DMF 3%	4.86	
25-JAN-16	RT1708	DMF HST 13%	0.63	
26-JAN-16	RT1708	Room	162.00	
26-JAN-16	RT1708	Room HST 13%	21.06	
26-JAN-16	RT1708	DMF 3%	4.86	
26-JAN-16	RT1708	DMF HST 13%	0.63	
27-JAN-16	7466			
27-JAN-16	RT1708	Room	162.00	
27-JAN-16	RT1708	Room HST 13%	21.06	
27-JAN-16	RT1708	DMF 3%	4.86	
27-JAN-16	RT1708	DMF HST 13%	0.63	
28-JAN-16	7646			
28-JAN-16	RT1708	Room	162.00	
28-JAN-16	RT1708	Room HST 13%	21.06	
28-JAN-16	RT1708	DMF 3%	4.86	
28-JAN-16	RT1708	DMF HST 13%	0.63	
29-JAN-16	AX	American Express		-1203.10
		** Total	1203.10	-1203.10
		*** Balance	0.00	

Continued on the next page

s.19(1)

Sheraton Ottawa Hotel
150 Albert Street
Ottawa, ON K1P 5G2
Canada
Tel: 613-238-1500 Fax: 613-235 2723

Sheraton
HOTELS & RESORTS

Jody Wilson

Page Number	:	2
Guest Number	:	801287
Folio ID	:	A
No. Of Guest	:	1
Room Number	:	1708
Club Account	:	
Arrive Date	:	24-JAN-16 16:08
Depart Date	:	29-JAN-16 14:18

Summary of HST for your stay:

	Amount (CAD)
HST for Room Revenue:	105.30
HST for Food and Beverage:	25.35
HST for Telephone:	0.00
HST for Other:	3.15
HST for entire stay:	133.80

Tell us about your stay. www.sheraton.com/reviews

5

s.19(1)

DELTA SUNSHINE [illegible]
12837 76 AVE SUITE 203
[illegible] BC

CARD
CARD TYPE MASTERCARD
DATE 2016/01
TIME 4351 21:53 05
CLERK ID 002
RECEIPT NUMBER
P85030430-001-189-011 0

PURCHASE
AMOUNT $31.00
TIP $6.00
TOTAL
$37.00

MASTERCARD
A0000000041010
D23F9843A1DB38FA
0000008000-E800
61EB7FB584A527B4

APPROVED
AUTH# 09156Z 01-027
THANK YOU

CARDHOLDER COPY

IMPORTANT - RETAIN THIS
COPY FOR YOUR RECORDS

(6)

CASH RECEIPT

NEWTON WHALLEY TAXI

107 - 13119 - 84th Ave
Surrey, B.C. V3W 1B3

Date Jan 22 2016

$ 35.

Amount Paid Includes G.S.T.

From YVR

To Vancouver

Driver #________ Car No.________

Telephone: 604-581-1111

Thanks for Calling "Whalley Taxi"

Department of Justice Canada | Ministère de la Justice Canada

PAYMENT VOUCHER / BORDEREAU DE PAIEMENT

- ☐ Documents scanned / Documents numérisés
- ☐ Final Payment / Paiement Final
- ☐ Original document kept in legal file / Document original conservé dans le dossier légal

s.19(1)

Region - Région:	Organization - Organisation:	Vendor Code - Code fournisseur:
NCR		141409

Payee Name - Nom du bénéficiaire: BMO

Address - Adresse: MasterCard Payment Centre, P.O. Box 6044 Stn. Centre Ville Montreal, Quebec H3C 3X2

Date goods received or services rendered - Date de réception des produits ou services:	Date invoice received - Date de réception de la facture:

CHEQUE STUB INFORMATION - INFORMATION SUR LE TALON DU CHÈQUE

Invoice number Numéro de la facture	Particulars Détails	Amount Montant
15November 2015	travel charges	1,441.72

ACCOUNTING INFORMATION (FOR ADDITIONAL LINES SEE PAGE 2) - RENSEIGNEMENTS DE LA COMPTABILITÉ (POUR DES LIGNES SUPPLÉMENTAIRES VOIR PAGE 2)

	GL Account Compte de grand livre	Net Amount Montant net	HST/GST TVH/TPS	QST/TVQ	Cost center Centre de coût	Fund Fonds	Functional Area Domaine Fonctionnel	Order Ordre	Assignment Affectation	Description	Commitment PO Engagement Bon de commande	Line Item L.d'item
1	1505	111.00 ✓			11050	15	4010			Airport pick up Minister - limobus	300256391	1
2	1505	463.24 ✓			11050	15	4010			hotel stay - Sheraton	300256391	1
3	1505	111.00 ✓			11050	15	4010			limobus	300256391	1
4	1526	~~665.46~~ ✓			74002	15	1100			NPS hotel [redacted] - Delta	300255692	1
5	1526	~~132.25~~ ✓			74002	15	1100			hotel stay [redacted] Holiday Inn	300255692	1
	Sub-Total	1,441.72	-	-	→ For more see page 2.							
	Sub-Total Tax Amount		-									
	Total	1,441.72										

The following boxes must be check by the verifier - Les cases suivantes doivent être cochées par le vérificateur

- ☐ Services Rendered / Goods Supplied / Services rendus / marchandises livrées
- ☐ Contract Terms Met / Rencontre les termes du contrat
- ☐ Supporting Documentation available / Documentation à l'appui

Account Verified - Name / Compte Vérifié - Nom	Signature	Date
Samantha Allard	[signature]	Jan. 26, 2016

CERTIFIED PURSUANT TO SECTION 34 OF THE FINANCIAL ADMINISTRATION ACT - CERTIFIÉ EN VERTU DE L'ARTICLE 34 DE LA LOI SUR LA GESTION DES FINANCES PUBLIQUES

Name - Nom	Signature	Date
William Pentney	[signature]	FEB 0 1 2016
Prepared by Name / Préparé par nom Lise Thibert 613-948-3471	**Document No. N° de document**	**GR / EM**

s.19(1)

6	1505	258.77			11050	15	4010			Trav with Minister	300256391	1
7										Westin		
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TO Be coded + PAID

s.18(a)

Account Name:	THIBERT, LISE	**Card Number:**	
Company Name:	JUS/JUS	**Account Limit:**	$ 100,000.00
TIN:	J532526		
Statement Date (MM/DD/YYYY):	12/05/2015	**Currency:**	CANADIAN DOLLAR
Payment Due Date (MM/DD/YYYY):	01/01/2016	**Past Due Balance:**	$ 0.00
		Balance Due:	$ 1,441.72

Statement Summary:

Previous Balance:	$ 0.00
Payments:	$ 0.00
Adjustments:	$ 0.00
Net Purchases:	$ 1,441.72
Cash Advance:	$ 0.00
Fees:	$ 0.00
Other Charges:	$ 0.00
Current Balance:	$ 1,441.72

Interest Charges and rates:

Item	Purchase/Other	Cash Advances
Interest charges on this statement ($)	$ 0.00	$ 0.00
Annual interest rate next period (%)	0.00000 %	0.00000 %
Daily interest rate next period (%)	0.00000 %	0.00000 %

Transaction Summary:

Trans Date	Posting Date Trans ID	Description GL/Customer Code	Pre-Tax Amount Auth #	Total Tax TAN	Trans Amount TIN
11/13	11/16 97825	LIMOBUS	$ 111.00 182559	$ 0.00	$ 111.00 ok.
11/15	11/16 97824	SHERATON	$ 463.24 013647	$ 0.00	$ 463.24 ok.

s.18(a)

Check In Date 11/14/2015
Check Out Date 11/14/2015
Number of Nights 0
Billing Adjustment U

[redacted]	11/16 97826	LIMOBUS	$ 111.00 201635	$ 0.00	$ 111.00 ok
11/20	11/23 03591	DELTA OTTAWA CITY CENT	$ 365.46 110752	$ 0.00	$ 365.46 ok

Check In Date 11/18/2015
Check Out Date 11/20/2015
Number of Nights 0
Billing Adjustment U

11/21	11/23 03590	HOLIDAY INN EXPRESS VA	$ 132.25 235731	$ 0.00	$ 132.25
11/30	12/01 26615	WESTIN (WESTIN HOTELS)	$ 258.77 013038	$ 0.00	$ 258.77

Check In Date 11/30/2015
Check Out Date 11/30/2015
Number of Nights 0
Billing Adjustment U

TOTAL CREDITS $ 0.00

TOTAL DEBITS $ 1,441.72

Thibert, Lise

s.18(a)

From:	Rousseau, Johanne
Sent:	2015 Nov 14 11:38 AM
To:	Vaillancourt, Danielle
Subject:	FW: MODIFIED Conf# 23515 For Jody Wilson Raybould [11/15/2015-06:15 PM]

Pour le transport entre l'aéroport et l'hôtel, voyage du 15 novembre 2015

Johanne Rousseau
Agent de breffage / Briefings Officer
ÉCE / EMB 4197
tél. : (613) 946-3867
johanne.rousseau@justice.gc.ca
Blackberry (613) 513-9553

From: 6581404 Canada Inc. [mailto:info@clmgroup.net]
Sent: November 14, 2015 11:34 AM
To: Rousseau, Johanne
Subject: MODIFIED Conf# 23515 For Jody Wilson Raybould [11/15/2015-06:15 PM]

6581404 Canada Inc.
2515 Bank St. P.O.Box 40173 Ottawa, ON K1V 0W8
CA
Tel: (866) 717-3777 Fax: (613) 821-0005
Email: info@clmgroup.net
HST 852634328

Confirmation

Reservation Confirmation #23515

Last Modified On: 11/14/2015 11:34 AM

Thank You for traveling with us! Below please find your confirmation. If any of the information appears to be incorrect, please contact our office immediately to correct it.

Pick-up Date:	11/15/2015 - Sunday
Pick-up Time:	06:15 PM
ServiceType:	Airport Arrival
Passenger:	Jody Wilson Raybould
Phone Number:	
No. of Pass:	2
Vehicle Type:	Sedan/Town Car
Primary/Billing Contact:	Johanne Rousseau
Payment Method:	

Trip Routing Information: **PU:** 06:15 PM : YOW - Ottawa Int'l Airport / AC - Air Canada - AC , From/To: YYZ - Lester B. Pearson International Airport, Flt# 460, ETA/ETD: 18:13:00
DO: -- : Marriott Hotel 100 Kent St. Ottawa, ON
DO: -- : Westin Hotel 11 Colonel By Dr. Ottawa, ON

Charges & Fees	Flat Rate	$75.00

Std Grat 15.00%	$11.25
Airport Pickup Fee	$15.00
HST 13.00%	$9.75
Reservation Total:	[illegible]
Payments/Deposits:	$0.00
Authorizations:	$0.00
Total Due:	[illegible]

Terms & Conditions/ Reservation Agreement:

1. All deposits are NON refundable. Wedding & Prom packages must be guaranteed by credit card and deposit received to confirm reservations. Upon deposit client agrees to the terms of this agreement. Reserved Wedding & Prom packages must be cancelled at least 30 days prior to service date to avoid full charge. All other reservations must be cancelled 7 days prior to service to avoid full charge. For pickups at the Montreal Airport please be reminded to call our office Toll Free at 1-866-717-3777 once outside the arrival doors. 2. Company is not liable in the event of mechanical breakdown while on charter and will only be responsible for making up lost time at a mutually agreed date. The client assumes full financial liability for any damage to the vehicle caused during the duration of the rental by them or any members of their party. A fee of 200.00 for each carpet or seat burn. Sanitation fee is 250.00. Alcohol Consumption and drug use is prohibited by law. Any fines will be paid for by the customer. 3. The driver has the right to terminate run without refund (if there is blatant indiscretion on the part of the client(s)). Smoking is not permitted in any of our vehicles. 4. Overtime pay will apply after the first 15 minutes of prearranged time described on the run sheet. All airport transfers that go beyond one hour from pickup time, to be charged at hourly rate. 5. Not responsible for delays or the termination in winter caused by unsafe road conditions (ie. not salted, accidents, etc.). 6. Not responsible for articles left in the vehicle. 7. Balances to be paid to the driver on the run date before the beginning of the run. 8. Vehicles cannot be loaded beyond seating capacity. 9. We also reserve the right to substitute one vehicle for another providing it is the same or equal size/fare value and do not make any guarantee as to colour of vehicle.

Sheraton Ottawa Hotel
150 Albert Street
Ottawa, ON K1P 5G2
Canada
Tel: 613-238-1500 Fax: 613-235 2723

Sheraton
HOTELS & RESORTS

s.19(1)

Jody Wilson

Page Number	:	1
Guest Number	:	791135
Folio ID	:	A
No. Of Guest	:	2
Room Number	:	1707
Club Account	:	
Arrive Date	:	11-NOV-15 01:36
Depart Date	:	13-NOV-15 07:57

Tax ID : 122417470
Sheraton Ottawa 13-NOV-15 08:00

Date	Reference	Description	Charges (CAD)	Credits (CAD)
11-NOV-15	RT1707	Room	199.00	
11-NOV-15	RT1707	Room HST 13%	25.87	
11-NOV-15	RT1707	DMF 3%	5.97	
11-NOV-15	RT1707	DMF HST 13%	0.78	
12-NOV-15	RT1707	Room	199.00	
12-NOV-15	RT1707	Room HST 13%	25.87	
12-NOV-15	RT1707	DMF 3%	5.97	
12-NOV-15	RT1707	DMF HST 13%	0.78	
13-NOV-15	MC	MasterCard		-463.24
		** Total	463.24	-463.24
		*** Balance	0.00	

Summary of HST for your stay:	Amount (CAD)
HST for Room Revenue:	51.74
HST for Food and Beverage:	0.00
HST for Telephone:	0.00
HST for Other:	1.56
HST for entire stay:	53.30

Tell us about your stay. www.sheraton.com/reviews

Thibert, Lise

From: Rousseau, Johanne
Sent: 2015 Nov 12 1:00 PM
To: Vaillancourt, Danielle
Subject: FW: Conf# 23495 For Jody Wilson Raybould [11/12/2015-12:53 AM]

s.18(a)

Pour toi (ou la personne qui s'occupe de ce compte)

Merci,

Johanne

From: 6581404 Canada Inc. [mailto:info@clmgroup.net]
Sent: November-11-15 8:24 AM
To: Rousseau, Johanne
Subject: Conf# 23495 For Jody Wilson Raybould [11/12/2015-12:53 AM]

6581404 Canada Inc.
2515 Bank St. P.O.Box 40173 Ottawa, ON K1V 0W8
CA
Tel: (866) 717-3777 Fax: (613) 821-0005
Email: info@clmgroup.net
HST 852634328

Confirmation

Reservation Confirmation #23495

Last Modified On: 11/11/2015 08:23 AM

Thank You for traveling with us! Below please find your confirmation. If any of the information appears to be incorrect, please contact our office immediately to correct it.

Pick-up Date: 11/12/2015 - Thursday
Pick-up Time: 12:53 AM
ServiceType: Airport Arrival
Passenger: Jody Wilson Raybould
Phone Number:
No. of Pass: 1
Vehicle Type: Sedan/Town Car
Primary/Billing Contact: Johanne Rousseau
Payment Method:

Trip Routing Information: **PU:** 12:53 AM : YOW - Ottawa Int'l Airport / AC - Air Canada - AC , From/To: Vancouver, Flt# 188
DO: -- : Sheraton Hotel 150 Albert St. Ottawa, ON

Charges & Fees

Flat Rate	$75.00
Std Grat 15.00%	$11.25
Airport Pickup Fee	$15.00
HST 13.00%	$9.75
Reservation Total:	$111.00

Payments/Deposits:	$0.00
Authorizations:	$0.00
Total Due:	[illegible]

Terms & Conditions/ Reservation Agreement:

1. All deposits are NON refundable. Wedding & Prom packages must be guaranteed by credit card and deposit received to confirm reservations. Upon deposit client agrees to the terms of this agreement. Reserved Wedding & Prom packages must be cancelled at least 30 days prior to service date to avoid full charge. All other reservations must be cancelled 7 days prior to service to avoid full charge. For pickups at the Montreal Airport please be reminded to call our office Toll Free at 1-866-717-3777 once outside the arrival doors. 2. Company is not liable in the event of mechanical breakdown while on charter and will only be responsible for making up lost time at a mutually agreed date. The client assumes full financial liability for any damage to the vehicle caused during the duration of the rental by them or any members of their party. A fee of 200.00 for each carpet or seat burn. Sanitation fee is 250.00. Alcohol Consumption and drug use is prohibited by law. Any fines will be paid for by the customer. 3. The driver has the right to terminate run without refund (if there is blatant indiscretion on the part of the client(s)). Smoking is not permitted in any of our vehicles. 4. Overtime pay will apply after the first 15 minutes of prearranged time described on the run sheet. All airport transfers that go beyond one hour from pickup time, to be charged at hourly rate. 5. Not responsible for delays or the termination in winter caused by unsafe road conditions (ie. not salted, accidents, etc.). 6. Not responsible for articles left in the vehicle. 7. Balances to be paid to the driver on the run date before the beginning of the run. 8. Vehicles cannot be loaded beyond seating capacity. 9. We also reserve the right to substitute one vehicle for another providing it is the same or equal size/fare value and do not make any guarantee as to colour of vehicle.

Sheridan, Kathleen (DMO)

From: 6581404 Canada Inc. <info@clmgroup.net>
Sent: April-08-16 10:33 AM
To: Sheridan, Kathleen (DMO)
Subject: Reservation Receipt# 23982 For Jody Wilson Raybould [03/06/2016-09:16 PM]

6581404 Canada Inc.

2515 Bank St. P.O.Box 40173 Ottawa, ON K1V 0W8
CA
Tel: (866) 717-3777 Fax: (613) 821-0005
Email: info@clmgroup.net
HST 852634328

Reservation Receipt

Date of Receipt: 04/08/2016
Account # N/A

s.18(a)
s.19(1)
s.20(1)(c)

BILL TO Kathleen Sheridan

CONF #	DATE & TIME(S)	DESCRIPTION	CHARGES & CREDITS	
23982	03/06/2016 **PU Time:** 09:16 PM **DO Time:** N/A **In-Car Time:** N/A	**Passenger:** Jody Wilson Raybould **PU:** 09:16 PM : YOW - Ottawa Int'l Airport / AC - Air Canada - AC , From/To: Toronto, Flt# 466 **DO:** -- : Sheraton Hotel Albert St. Ottawa, ON **Booked By:** Kathleen Sheridan **Vehicle Type:** SED **Driver:**	Flat Rate Std Grat (15.00%) Airport Pickup Fee HST (13.00%)	
			Reservation Total	111.00
			Payment (MC **7553)	-111.00
			Total Due	0.00

PAYMENT METHOD	PAYMENT TERMS	PAYMENT STATUS	TRANS ID/REF #
	N/A	Paid	N/A

THANK YOU FOR YOUR BUSINESS!

* Pre-authorized transaction amounts are not subtracted from total due until after they are fully captured.

(3) HOSPITALITY - WORKING DINNER JAN. 26, 2016

(3)

(1/6)

Department of Justice Canada | Ministère de la Justice Canada

HOSPITALITY CLAIM | **DEMANDE DE REMBOURSEMENT DE DÉPENSES D'ACCUEIL**

s.19(1)

Function - L'évènement	Date of Function / Date de l'évènement (Y-A M D-J)	Place(s) of Function - Lieu(x) de l'évènement
Working dinner	2016 01 26	284 Wellington Street Ottawa ON

Date	Type	Participants: Gov't of Canada / Gouv. du Canada	Participants: Others / Autres	Actual Cost - Coût réel: Total Attendees / Total des prticipants	Actual Cost - Coût réel: Per Capita Cost / Coût individuel	A Total Cost / Coût total
Jan 26	dinner	11		11	$62.52	$687.76
				Totals / Totaux	$62.52	$687.76

Date	Type (Other than food & beverage) / Type (Autres que nourriture et boissons)	Number of Items / Nombre d'articles	Cost per Item / Coût par article	B Total Cost / Coût total	A+B Total Hospitality Cost / Coût total de l'accueil
					$687.76

Remarks - Remarques

Participants:
Minister Jody Wilson-Raybould
Chief of Staff
Director of Political Operations
Assistant to the Minister
William Pentney, Deputy Minister

Minister Dr. Carolyn Bennett (INAC)
Minister Patty Hadju (Status of Women Canada)
Meena Ballantyne (Head of Agency, Status of Women Canada)
(Chief of Staff, INAC)
Margaret Buist (Director General, INAC)
Colleen Swords (Deputy Minister, INAC)

Payee Name - Nom du bénéficiaire						Vendor Code - Code fournisseur	
BMO						118096	
Commitment No. / N° d'engagement	Cost Center / Centre de coût	Fund - Fonds	Functional Area / Domaine fonctionnel	Order - Ordre	GL - Compte général (2015 / 2401)	Amount including Tax / Montant incluant taxe	GST / HST / TPS / TVH
300256896	11050	15	4010		2401	687.76	79.13
Payee Name - Nom du bénéficiaire						Vendor Code - Code fournisseur	
Commitment No. / N° d'engagement	Cost Center / Centre de coût	Fund - Fonds	Functional Area / Domaine fonctionnel	Order - Ordre	GL - Compte général (2015 / 2401)	Amount including Tax / Montant incluant taxe	GST / HST / TPS / TVH

Prepared by (*Type or print*) - Préparé par (*Dactylographier ou en caractères d'imprimerie*)	Tel. No. - N° de tél.	Date
Danielle Vaillancourt	960-1138	2016-02-11

Certified pursuant to Section 34 of the *Financial Administration Act*. Certifié en vertu de l'article 34 de la *Loi sur la gestion des finances publiques*.

Title - Titre

Jody Wilson-Raybould, Minister of Justice

Signature — Date: FEV FEB 15 2016

JUS 145-2 (2011/11)

INVOICE

s.19(1)

HST No. 803462100RT0001
Payable upon receipt.

Client/Organization	Event #	Booking Contact	Booking Tel	Sales Rep
Justice Canada	E04873	Danielle Vaillancourt	(613) 960-1138	
Address		Site Contact	Site Cell	Guests
284 Wellington Street (4th Floor)		Danielle		15 (Act)
Category	Event Date	Party Name	Site Contact Address	
Delivery	1/26/16 (Tue)	Justice Canada	284 Wellington Street (4th	

Client Tax Exempt No. **P.O. No.**

Billing Address:

Justice Canada
284 Wellington Street (4th Floor)
Ottawa ON

Stationary Platters · Tuesday, January 26 · 18:30

Qty	Item	Amount
1	Triple Dips & Crisps @ 45.00	45.00
0	@ 0.00	0.00
1	Fresh Fruit Platter @ 45.00	45.00
0	@ 0.00	0.00
1	The Culinary Cheese Platter @ 55.00	55.00
0	@ 0.00	0.00
1	From Garden to Table @ 50.00	50.00
0	@ 0.00	0.00
1	Charcuterie Platter @ 99.00	99.00
0	@ 0.00	0.00
8	Quinoa Salad @ 4.50	36.00
0	@ 0.00	0.00
7	Horiatiki Salad @ 4.50	31.50
0	@ 0.00	0.00
15	Squares & Tartlets @ 3.00	45.00
0	@ 0.00	0.00
2	Gluten Free Crackers @ 6.00	12.00
0	@ 0.00	0.00
15	Coffee & Tea @ 2.00	30.00
0	@ 0.00	0.00
7	Assorted Soft Drinks @ 2.00	14.00
0	@ 0.00	0.00
10	Still Water @ 2:00	20.00
0	@ 0.00	0.00
1	Catering Delivery Service @ 30.00	30.00

12 - 855 INDUSTRIAL AVE OTTAWA ON K1G 4L4 phone +1 613 241 3126 fax +1 613 241 6083 info@culinaryconspiracy.ca

Rentals - Tuesday, January 26 - 16:00

3	Rentals - Dessert Plates @ 6.00	18.00
0	@ 0.00	0.00
3	Rentals - Dessert Fork @ 6.00	18.00
0	@ 0.00	0.00
2	Rentals - Tea Spoons @ 6.00	12.00
0	@ 0.00	0.00
2	Rentals - Coffee Mugs @ 6.00	12.00
0	@ 0.00	0.00
2	Rentals - High Ball Glasses @ 6.00	12.00

	Food	Beverag	Liquor	Equipme	Labor	Room	Other	Total
Subtotal	418.50	64.00	0.00	72.00	30.00	0.00	0.00	584.50
CREDIT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Catering	20.93	3.20	0.00	0.00	0.00	0.00	0.00	24.13
Taxes	57.13	8.74	0.00	9.36	3.90	0.00	0.00	79.13
Total	496.56	75.94	0.00	81.36	33.90	0.00	0.00	687.76

Paid	687.76
Balance	0.00

Tax Breakdown	
HST-13	79.13
Total	79.13

12 - 855 INDUSTRIAL AVE OTTAWA ON K1G 4L4 phone +1 613 241 3126 fax +1 613 241 6083 info@culinaryconspiracy.ca

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s.19(1)

Government of Canada / Gouvernement du Canada

Travel Expense Report / Note de Frais de Voyages

Field	Value
Travel No. - N° du voyage	Jan. 31 to Feb 6
Type	2
Name of Claimant - Nom du demandeur	Hon. Jody Wilson-Raybould
Department - Ministère	Justice Canada
Branch - Direction	Minister's Office
Send Cheque to - Envoyer le chèque à l'adresse suivante	EMB 4th Floor
Address - Adresse	EMB 4th Floor
Telephone - Téléphone	992-4621
Purpose of Travel - But du voyage	Regular Business - Ottawa and Toronto Jan. 31 to Feb. 6, 2016

EXPENSES PREPAID BY DEPARTMENT - DÉPENSES PAYÉES À L'AVANCE PAR LE MINISTÈRE

1 TRANSPORTATION / TRANSPORT	Date / Time of Departure / Heure du départ ▶ 2016-01-31 — Arrival / Arrivé ▶ 2016-02-06	$ 0.00
2 OTHER EXPENSES / AUTRES DÉPENSES ▶		

AUTHORIZED ALLOWANCES - INDEMNITÉS AUTORISÉES

PRIVATE VEHICLE ALLOWANCE / INDEMNITÉ-VÉHICULE PARTICULIER ▶				
PREVIOUSLY CLAIMED THIS FISCAL YEAR / DÉJÀ RÉCLAMÉ PRÉSENT EXERCICE ▶				
THIS CLAIM / INDEMNITÉ DEMANDÉE ▶				

OR-OU — COMPREHENSIVE ALLOWANCE (Accommodation, meals and incidental expenses) / INDEMNITÉ GLOBALE (Logement, Repas et frais divers) — COMPOSITE ALLOWANCE (Meals and incidental expenses for full calendar days only) / INDEMNITÉ DÉTAILLÉE (Repas et frais divers pour les jours de calendrier complets seulement)

	RATE / TAUX ▶	days @ / jours	days @ / jours	days @ / jours	$ 0.00
PARTIAL COMPOSITE ALLOWANCES / INDEMNITÉ DÉTAILLÉE PARTIELLE	MEALS / REPAS ▶	5 Breakfasts / Petits déjeuners @ $ 16.55	6 Lunches / Déjeuners @ $ 16.80	4 Dinners / Dîners @ $ 44.40	$ 361.15
	INCIDENTAL EXPENSES / FRAIS DIVERS ▶	7 days @ / jours $ 17.30	days @ / jours	days @ / jours	$ 121.10
OTHER ALLOWANCES (Specify) / AUTRES INDEMNITES (Précisez lesquelles)					

EXPENSES NOT INCLUDED ABOVE - DÉPENSES AUTRES QUE CI-DESSUS

		Vr. No. - P. N°	
3 Vehicle Rental / Location de véhicule ▶			
4 Public Transportation / Transport en commun ▶			
5 Accommodation / Logement ▶			$ 1,344.30
6 Meals / Repas ▶			
7 All Other Expenses (Specify) / Autres (précisez) ▶	Taxi		$ 42.90

I certify that the amounts included in this claim were incurred on authorized government business travel. / Je certifie que les montants faisant l'objet de la présente réclamation constituent des dépenses entraînées par des voyages pour affaires officielles.

Certified pursuant to section 34 / Certifié en vertu de l'article 34 [...]ur la gestion des [...]ubliques — Y-A M D-J — Date

Signature (Claimant - Demandeur) — Date: 16/03/23

Approved by - Approuvé par — Signature — Y-A M D-J — Date

Total Expenses / Total des dépenses	$ 1,869.45
Less Total 1 and 2 Above / Moins le total des paragraphes 1 et 2	$ 0.00
Total Claimed / Total Demandé	$ 1,869.45
Less Advance / Moins L'avance	
Amount due Receiver General of Canada / Total dû au Receveur général du Canada	
AMOUNT DUE CLAIMANT / TOTAL DÛ AU REQUÉRANT	$ 1,869.45

Type Particulars - Details

3

Only accommodation expenses, meals & Inc. and taxi
All other expenses were covered by HoC

Jus 50/50 HoC.

PAYMENT RECORD - ENREGISTREMENT DU PAIEMENT

Type	2 Sub Type	5 P.R.I. CIDP	8 Amount - Montant	14 Requisition No. / N° de la demande	15 Supplier Indicator / Indicateur du fournisseur	17 Due Date / Date d'échéance Y-A M D-J
7	80		1869.45		0	

Type 4 — ACCOUNTING INFORMATION - RENSEIGNEMENTS DE LA COMPTABILITÉ

2 Sub Type	3 Dept. Ref. No. / N° de réf. min.	5 Coding - Codage	6 Amount - Montant	CR-CT
		300257920 11050-4010-1524		
	7 Description		8 Fin. Encumbrance No. / N° de la charge financière	
2	3	5	6	
	7		8	
2	3	5	6	
	7		8	

Dept. Pre-Audit and Account Verification. / Vérification de la comptabilité au niveau du ministère — Signature

Verified correct - Vérifié conforme — Signature

TOTAL ▶

Requisitioned for payment pursuant to section 33 of the Financial Administration Act and Certified in accordance with section 7 of the Payment Requisitioning Regulations / Demandé pour paiement conformément à l'article 33 de la Loi sur la gestion des finances publiques, et certifié aux termes de l'article 7 du Règlement sur les réquisitions de paiements. — Signature

Services Officer - Agent des services — Signature

20 Cheque No. - N° de chèque — 21 Date Y-A M D-J

GC 73 (2014/03) 7540-21-910-7366

s.19(1)

Government of Canada / Gouvernement du Canada

RECORD OF TRAVEL EXPENSES / RELEVÉ DES FRAIS DE DÉPLACEMENT

Personal Record Identifier / Code d'identité de dossier personnel:

Travel No. - N° de voyage: Regular Business - MMIW Ottawa and Toronto

Name - Nom: Hon. Jody Wilson-Raybould

DATE Y-A M D-J	Time of arrival - departure / Heure d'arrivée et de départ	DETAILS (including mode of transportation, names of places and number of meals) / DÉTAILS (Mode de transport, destinations, nombre de repas)	DISTANCE Miles/Milles Kilometers/Kilomètres	Expenses prepaid by department / Dépenses payées à l'avance par le ministère: (1) Transportation / Transport	(2) Other Expenses / Autres dépenses	Expenses not prepaid by department and not included in authorized allowances / Dépenses pour lesquelles le ministère n'a fait aucune avance et qui ne sont pas couvertes par une indemnité: (3) Transportation / Transport	(4) Accommodation / Logement	(5) Meals / Repas	(6) Other Expenses / Autres dépenses	Vr. No. / P. N°
2016 01 31	2pm	Air - Covered by HoC - meal on flight Incidental							17.30	
2016 02 01		Breakfast						16.55		
		Lunch						16.80		
		Dinner						44.40		
		Incidental							17.30	
2016 02 02		Breakfast						16.55		
		Lunch						16.80		
		Dinner						44.40		
		Incidental							17.30	
2016 02 03		Breakfast						16.55		
		Lunch						16.80		
		Dinner						44.40		
		Incidental							17.30	
2016 02 04		Took Train to Toronto but no charges as they used points-has privilege pass - Breakfast						16.55		
		Lunch						16.80		
		Incidental							17.30	
		Sheraton Ottawa					810.70			
2016 02 05		Breakfast						16.55		
		Lunch						16.80		
		Dinner						44.40		
		Incidental							17.30	
2016 02 06		Sheraton Toronto					533.60			
SUB-TOTAL / SOUS-TOTAL			0.00	$0.00	$0.00	$0.00	$1,344.30	$344.35	$103.80	
CUMULATIVE TOTAL / TOTAL CUMULATIF			0.00	$0.00	$0.00	$0.00	$1,344.30	$344.35	$103.80	

GC 74 (1989-06) (FormFlow version 1998-02)

50/50

Travel Expenses

Traveler's Name: JWR

Trip Purpose: Regular Business / MMIW

Destination: Ottawa / Toronto

Departure date: Jan 31

Return date: Feb. 6

Departure time (from home/work): 2:00 pm

Are meals provided on flight/train: (Yes) / No

Multiple destination details

Are meals provided on flight/train: Yes / No

Arrival time (end of travel status): 11:45 pm

Are meals provided on flight/train: (Yes) / No

HoC has flight to Ott. Jan 23 and flight back to Vancouver Feb 5, 2016 + le 31 janvier

Allocation - Claimed Meals & Incidental

DATE	BREAKFAST	LUNCH	DINNER	INCIDENTALS
Jan. 31	—	—	—	✓
Feb. 1	✓	✓	✓	✓
Feb. 2	✓	✓	✓	✓
Feb 3	✓	✓	✓	✓
Feb. 4	✓	✓	—	✓
Feb. 5	✓	✓	✓	✓
Feb. 6	* —	✓	—	✓

Additional comments *— : Frais d'accueil

1) Train — no charge — using privilege pass (see Kathleen for details)

2) Airfare — charged at HoC.

PLEASE ATTACH RECEIPTS	Provided	Prepaid Expenses
Flight/Train		✓
Accommodation	1/2	
Taxis	✓	
Other		

by HoC

Completed by: [signature]   Date: March 9, 2016

s.19(1)

YELLOW CAB CO LTD
1441 CLARK DR V5L3K9
VANCOUVER BC
21158659

PURCHASE

01-31-2016 12:44:34
Acct # [redacted] CN
Exp Date ''/'' Card Type MC
Name: JODY WILSON RAYBOULD
A0000000041010 MASTERCARD

Trace # 790008
M21158659147
Inv. # 1
Auth # 02968Z RRN 001665007

Purchase $27.90
Tip $5.00
Total $32.90

(00) APPROVED THANK YOU

Retain this copy for your
records
Customer copy

From Home to Airport.

s.19(1)

Sheraton Ottawa Hotel
150 Albert Street
Ottawa, ON K1P 5G2
Canada
Tel: 613-238-1500 Fax: 613-235 2723

Sheraton
HOTELS & RESORTS

Jody Wilson

Page Number	:	1
Guest Number	:	801288
Folio ID	:	A
No. Of Guest	:	1
Room Number	:	1706
Club Account	:	
Arrive Date	:	31-JAN-16 00:51
Depart Date	:	04-FEB-16 17:11

Tax ID : 122417470
Sheraton Ottawa 09-MAR-16 14:12

Date	Reference	Description	Charges (CAD)	Credits (CAD)
31-JAN-16	RT1706	Room	162.00	
31-JAN-16	RT1706	Room HST 13%	21.06	
31-JAN-16	RT1706	DMF 3%	4.86	
31-JAN-16	RT1706	DMF HST 13%	0.63	
01-FEB-16	8188			
01-FEB-16	RT1706	Room	162.00	
01-FEB-16	RT1706	Room HST 13%	21.06	
01-FEB-16	RT1706	DMF 3%	4.86	
01-FEB-16	RT1706	DMF HST 13%	0.63	
02-FEB-16	1706			
02-FEB-16	8375			
02-FEB-16	RT1706	Room	162.00	
02-FEB-16	RT1706	Room HST 13%	21.06	
02-FEB-16	RT1706	DMF 3%	4.86	
02-FEB-16	RT1706	DMF HST 13%	0.63	
03-FEB-16	RT1706	Room	162.00	
03-FEB-16	RT1706	Room HST 13%	21.06	
03-FEB-16	RT1706	DMF 3%	4.86	
03-FEB-16	RT1706	DMF HST 13%	0.63	
04-FEB-16	5:30 pm	Room Late C/O	50.00	
04-FEB-16	5:30 pm	Room HST 13%	6.50	
04-FEB-16	AX	American Express		-1105.43
		** Total	1105.43	-1105.43
		*** Balance	0.00	

Continued on the next page

s.19(1)

Sheraton Ottawa Hotel
150 Albert Street
Ottawa, ON K1P 5G2
Canada
Tel: 613-238-1500 Fax: 613-235 2723

Sheraton
HOTELS & RESORTS

Jody Wilson

Page Number	:	2	
Guest Number	:	801288	
Folio ID	:	A	
No. Of Guest	:	1	
Room Number	:	1706	
Club Account	:		
Arrive Date	:	31-JAN-16	00:51
Depart Date	:	04-FEB-16	17:11

Summary of HST for your stay:	Amount (CAD)
HST for Room Revenue:	90.74
HST for Food and Beverage:	26.52
HST for Telephone:	0.00
HST for Other:	4.73
HST for entire stay:	121.99

Tell us about your stay. www.sheraton.com/reviews

Sheraton Centre Toronto Hotel
123 Queen Street West
Toronto, ON M5H 2M9
Canada
Tel: (416) 361-1000 Fax: 416-947-4854

Sheraton
HOTELS & RESORTS

s.19(1)

Jody Wilson

Page Number	: 1	Invoice Nbr	: 312253
Guest Number	: 6293698		
Folio ID	: A		
Arrive Date	: 04-FEB-16	23:25	
Depart Date	: 06-FEB-16	16:15	
No. Of Guest	: 2		
Room Number	: 2628		
Club Account	:		

Copy Invoice

Tax ID : 844048108
Sheraton Centre 17-MAR-16 12:16

Date	Reference	Description	Charges (CAD)	Credits (CAD)
04-FEB-16	RT2628	Room Chrg Government	230.00	
04-FEB-16	RT2628	Rooms HST	29.90	
04-FEB-16	RT2628	Destination Marketing Program	6.12	
04-FEB-16	RT2628	HST Dest Marketing Prgm	0.78	
05-FEB-16	8782	Club Lounge	142.61	
05-FEB-16	4383	BNB Restaurant	108.23	
05-FEB-16	RT2628	Room Chrg Government	230.00	
05-FEB-16	RT2628	Rooms HST	29.90	
05-FEB-16	RT2628	Destination Marketing Program	6.12	
05-FEB-16	RT2628	HST Dest Marketing Prgm	0.78	
06-FEB-16	AX			-784.44

(handwritten: 266.80; 266.80)

For Authorization Purpose Only

Date	Code	Authorized
04-FEB-16	184569	621
05-FEB-16	120105	163.44

	Charges	Credits
** Total	784.44	-784.44
*** Balance	-0.00	

Continued on the next page

s.19(1)

Sheraton Centre Toronto Hotel
123 Queen Street West
Toronto, ON M5H 2M9
Canada
Tel: (416) 361-1000 Fax: 416-947-4854

Sheraton
HOTELS & RESORTS

Jody Wilson

Page Number	:	2	Invoice Nbr	: 312253
Guest Number	:	6293698		
Folio ID	:	A		
Arrive Date	:	04-FEB-16	23:25	
Depart Date	:	06-FEB-16	16:15	
No. Of Guest	:	2		
Room Number	:	2628		
Club Account	:			

HST Summary	Amount (CAD)
HST Room:	59.80
HST Food and Beverage	0.00
HST Telephone:	0.00
HST Other:	0.00
HST Total	59.80

s.19(1)

RECEIPT

Cab No. ____________ H.S.T. ____________

From ____________

To ____________

Date 04/27/16 Amount 10.00

Signature [redacted]

From Train Station to Hotel.

s.19(1)

Government of Canada / Gouvernement du Canada

Travel Expense Report — Note de Frais de Voyages

Field	Value
Travel No. - N° du voyage	Jan. 31 to Feb. 06 #2
Type	2
Name of Claimant - Nom du demandeur	Hon. Jody Wilson-Raybould
Department - Ministère	Justice Canada
Branch - Direction	Minister's Office
Send Cheque to - Envoyer le chèque à l'adresse suivante	EMB 4th Floor
Address - Adresse	EMB 4th Floor
Telephone - Téléphone	992-4621
Purpose of Travel - But du voyage	Regular Business Ottawa & Toronto

EXPENSES PREPAID BY DEPARTMENT - DÉPENSES PAYÉES À L'AVANCE PAR LE MINISTÈRE

	Item	Details
1	TRANSPORTATION / TRANSPORT	Date / Time of Departure / Heure du départ: 2016-01-31; Arrival / Arrivé: 2016-02-06
2	OTHER EXPENSES / AUTRES DÉPENSES	

AUTHORIZED ALLOWANCES - INDEMNITÉS AUTORISÉES

PRIVATE VEHICLE ALLOWANCE / INDEMNITÉ-VÉHICULE PARTICULIER				
PREVIOUSLY CLAIMED THIS FISCAL YEAR / DÉJÀ RÉCLAMÉ PRÉSENT EXERCICE				
THIS CLAIM / INDEMNITÉ DEMANDÉE				

OR-OU	COMPREHENSIVE ALLOWANCE (Accommodation, meals and incidental expenses) / INDEMNITÉ GLOBALE (Logement, Repas et frais divers)	COMPOSITE ALLOWANCE (Meals and incidental expenses for full calendar days only)	INDEMNITÉ DÉTAILLÉE (Repas et frais divers pour les jours de calendrier complets seulement)	
RATE / TAUX	days @ / jours	days @ / jours	days @ / jours	$ 0.00
PARTIAL COMPOSITE ALLOWANCES / INDEMNITÉ DÉTAILLÉE PARTIELLE — MEALS / REPAS	Breakfasts / Petits déjeuners @	Lunches / Déjeuners @	Dinners / Dîners @	$ 0.00
INCIDENTAL EXPENSES / FRAIS DIVERS	days @ / jours	days @ / jours	days @ / jours	$ 0.00
OTHER ALLOWANCES (Specify) / AUTRES INDEMNITES (Précisez lesquelles)				

EXPENSES NOT INCLUDED ABOVE - DÉPENSES AUTRES QUE CI-DESSUS

	Item	Vr. No. - P. N°	Amount
3	Vehicle Rental / Location de véhicule		
4	Public Transportation / Transport en commun		$ 10.00
5	Accommodation / Logement		
6	Meals / Repas		
7	All Other Expenses (Specify) / Autres (précisez)	02	

I certify that the amounts included in this claim were incurred on authorized government business travel. / Je certifie que les montants faisant l'objet de la présente réclamation constituent des dépenses entraînées par des voyages pour affaires officielles.

Signature (Claimant - Demandeur) — Date Y-A M D

[...]ifié en vertu de l'article 34 [...] Loi sur la gestion des [financ]es publiques — Y-A M D-J — Date

Signature — Date Y-A M D-J

Total Expenses / Total des dépenses	$ 10.00
Less Total 1 and 2 Above / Moins le total des paragraphes 1 et 2	$ 0.00
Total Claimed / Total Demandé	$ 10.00
Less Advance / Moins L'avance	
Amount due Receiver General of Canada / Total dû au Receveur général du Canada	
AMOUNT DUE CLAIMANT / TOTAL DÛ AU REQUÉRANT	$ 10.00

Type Particulars - Details

3

Claim Number 2 - Taxi Hotel to train station

PAYMENT RECORD - ENREGISTREMENT DU PAIEMENT

Type 7	2 Sub Type	5 P.R.I. CIDP	8 Amount - Montant	14 Requisition No. / N° de la demande	15 Supplier Indicator / Indicateur du fournisseur	17 Due Date / Date d'échéance Y-A M D-J
	80		10.00		0	

Type 4 — ACCOUNTING INFORMATION - RENSEIGNEMENTS DE LA COMPTABILITÉ

2 Sub Type	3 Dept. Ref. No. / N° de réf. min.	5 Coding - Codage	6 Amount - Montant	CR-CT
	300257920	11050-4010-1524		
7 Description			8 Fin. Encumbrance No. / N° de la charge financière	
2	3	5	6	
	7		8	
2	3	5	6	
	7		8	

Dept. Pre-Audit and Account Verification. / Vérification de la comptabilité au niveau du ministère — Signature

Verified correct - Vérifié conforme — Signature

TOTAL

Requisitioned for payment pursuant to section 33 of the Financial Administration Act and Certified in accordance with section 7 of the Payment Requisitioning Regulations / Demandé pour paiement conformément à l'article 33 de la Loi sur la gestion des finances publiques, et certifié aux termes de l'article 7 du Règlement sur les réquisitions de paiements. — Signature

Services Officer - Agent des services — Signature

20 Cheque No. - N° de chèque — 21 Date Y-A M D-J

GC 73 (2014/03) 7540-21-910-7366

s.19(1)

CALL NO. ______ DATE 5-2-15

CAB NO. ______ AMOUNT $ 15.00

DRIVER'S NAME ______

FROM Hotel

TO Train Station

NOTE: AMOUNT SHOWN ABOVE INCLUDES HST. Driver is an Independent Contractor, any HST Input Credit may be claimed as "NOTIONAL" or applied to driver's registration number, not Co-op Cabs.

DRIVER'S HST NO. (if applicable)

(6) HOSPITALITY - WORKING DINNER - FEB 2, 2016

(6)

Department of Justice Canada | Ministère de la Justice Canada

HOSPITALITY CLAIM
DEMANDE DE REMBOURSEMENT DE DÉPENSES D'ACCUEIL

s.19(1)

Function - L'évènement	Date of Function - Date de l'évènement (Y-A M D-J)	Place(s) of Function - Lieu(x) de l'évènement
Working dinner	2016 02 02	284 Wellington Street Ottawa, ON

Date	Type	Participants		Actual Cost - Coût réel		A
		Gov't of Canada Gouv. du Canada	Others Autres	Total Attendees Total des prticipants	Per Capita Cost Coût individuel	Total Cost Coût total
Feb 2	Dinner	11		11	$29.95	$329.40
				Totals Totaux	$29.95	$329.40

Date	Type (Other than food & beverage) Type (Autres que nourriture et boissons)	Number of Items Nombre d'articles	Cost per Item Coût par article	B Total Cost Coût total	A+B Total Hospitality Cost Coût total de l'accueil
					$329.40

Remarks - Remarques

Participants:
Minister Jody Wilson-Raybould
[redacted] Chief of Staff
Pierre Legault, Associate DM
[redacted] Director Political Operations
Bill Blair, Parliamentary Secretary

Minister Ralph Goodale, Public Safety
François Guimond, DM - Public Safety
[redacted] Chief of Staff - Health Canada
Simon Kennedy, DM, Health Canada
Minister Jane Philpott, Health Canada
[redacted] Chief of Staff - Public Safety

Payee Name - Nom du bénéficiaire						Vendor Code - Code fournisseur	
Épicure Traiteur						135422	
Commitment No. N° d'engagement	Cost Center Centre de coût	Fund - Fonds	Functional Area Domaine fonctionnel	Order - Ordre	GL - Compte général (2015 / 2401)	Amount including Tax Montant incluant taxe	GST / HST TPS / TVH
300256909	11050	15	4010		2401	329.40	37.90

Payee Name - Nom du bénéficiaire						Vendor Code - Code fournisseur	
Commitment No. N° d'engagement	Cost Center Centre de coût	Fund - Fonds	Functional Area Domaine fonctionnel	Order - Ordre	GL - Compte général (2015 / 2401)	Amount including Tax Montant incluant taxe	GST / HST TPS / TVH

Prepared by (*Type or print*) - Préparé par (*Dactylographier ou en caractères d'imprimerie*)	Tel. No. - N° de tél.	Date
Danielle Vaillancourt	960-1138	2016-02-11

Certified pursuant to Section 34 of the *Financial Administration Act*. Certifié en vertu de l'article 34 de la *Loi sur la gestion des finances publiques*.

Title - Titre

Jody Wilson-Raybould, Minister of Justice

Signature: [signature]

Date: 15 MARS 2016

JUS 145-2 (2011/11)

Épicure
TRAITEUR | CATERING

8629820 Canada Inc.
Facture105187
Date: 02/02/2016
Plateaux

Justice Canada
284 Wellington

Ottawa On

Qté	Description	Montant
10	Crudité et trempette maison @ 2.50	$25.00
10	Fromage fin du Québec @ 5.00	$50.00
10	Charcuterie Européenne et pâté / terrines avec accompagnement @ 4.00	$40.00
10	Fruits frais et desserts @ 3.75	$37.50
10	Salade mesclun, légumes, poulet et vinaigrette choix du Chef @ 4.00	$40.00
10	Café, thé, infusions @ 1.95	$19.50
10	Boissons variées @ 1.95	$19.50
10	Couverts (5 items) @ 2.50	$25.00
1	Livraison - Installation - Récupération @ 35.00	$35.00
	Sous-total	$291.50
	Frais de service	$0.00
	Taxes	$37.90
	Total	$329.40
	Payé	$0.00
	Solde	$329.40

Détail des taxes	
TVH	$37.90
Total	$37.90

$0.00 : #859987216
$0.00 : #1213227935

Merci d'avoir utilisé nos services

200, boul. de la Technologie, suite 200, Gatineau, Qc, J8Z 3H6
Tél: (819) 775-3555 - Télec: (819) 775-3444 - www.traiteurepicure.ca

s.19(1)

Vaillancourt, Danielle

From: Traiteur Épicure <gestion@traiteurepicure.ca>
Sent: 2016-Feb-03 9:25 AM
To: Vaillancourt, Danielle
Subject: Facture 105187
Attachments: Facture (105187).pdf

Bonjour,

Voici votre facture, en espérant que le tout était à votre entière satisfaction. Nous attendons votre paiement sous peu. Dans le but d'une constante amélioration, vos commentaires sont toujours très appréciés.

Merci,

Épicure TRAITEUR | CATERING

200, boul de la technologie
Gatineau QC J8Z 3H6
819-775-3555
www.traiteurepicure.ca

s.19(1)

Vaillancourt, Danielle

From: Traiteur Épicure <gestion@traiteurepicure.ca>
Sent: 2016-Feb-02 10:59 AM
To: Vaillancourt, Danielle
Subject: Devis final 105187
Attachments: Devis (105187).pdf

Bonjour,

Voici le devis final.

Au plaisir!

Épicure TRAITEUR | CATERING

200, boul de la technologie
Gatineau QC J8Z 3H6
819-775-3555
www.traiteurepicure.ca

s.19(1)

Épicure TRAITEUR | CATERING

8629820 Canada Inc.
Definite Devis 105187
Date: 02/02/2016

Client/Organisation	Adresse	Téléphone	Email	Bon de commar
Justice Canada	284 Wellington	(613) 957-7949		

Booking Email	Booking Email	Contact sur le site	Invités
dvaillan@justice.gc.ca	dvaillan@justice.gc.ca	Rousseau Johanne	10 (Prévus)

Réservé par	Booking Tel	Booking Cell	Nom de la fonction
Vaillancourt Danielle	(613) 960-1138		Plateaux

Site

Nom du site	Adresse du site	Téléphone du site
Justice Canada	284 Wellington, 4e étage, Ottawa,	(613) -

Salle

Date	Arrivée	Début	Fin	Salle
02/02/2016-Tue	18:00	18:30	20:30	4e étage

Items de menu et service

Menus/Service	Qtte	Unité	Prix	Total
Crudité et trempette maison	10	pers.	$2.50	$25.00
Fromage fin du Québec	10	pers.	$5.00	$50.00
Charcuterie Européenne et pâté / terrines avec accompagnement	10	pers.	$4.00	$40.00
Fruits frais et desserts	10	pers.	$3.75	$37.50
Café, thé, infusions	10	pers.	$1.95	$19.50
Boissons variées	10	pers.	$1.95	$19.50
Couverts (5 items) *Assiette, fourchette, couteau, verre à eau, serviette en tissu*	10	pers.	$2.50	$25.00
Livraison - Installation - Récupération	1	unité	$35.00	$35.00

Notes

Devis 2 fév CG

call [redacted] ok

à imprimer!

Sous-total	$251.50
Taxe	$32.70
Frais de servic	$0.00
Valeur totale	$284.20

200, boul. de la Technologie, suite 200, Gatineau, Qc, J8Z 3H6
Tél: (819) 775-3555 - Télec: (819) 775-3444 - www.traiteurepicure.ca

Department of Justice Canada — Ministère de la Justice Canada

PAYMENT VOUCHER — BORDEREAU DE PAIEMENT

Scanned Documents / Documents numérisés ☐

Final Payment / Paiement Final ☐

Original document kept in legal file / Document original conservé dans le dossier ☐

COPY

Region - Région: NCR

Organization - Organisation: Deputy Minister's Office

Vendor code - Code fournisseur : 134710

Payee name - Nom du bénéficiaire : ARI Financial Services

Address - Adresse :

Sent to Finance 17.02.16

Copy sent to CDo 3020

originale le 19/02/16

Processed in IFMS Doc.# 1690019743 Date 19/02/16

Date goods received or services rendered - Date de réception des produits ou services:

Date invoice received / Date de réception de la facture: Febuary 5, 2016

CHEQUE STUB INFORMATION - INFORMATION SUR LE TALON DU CHÈQUE

Invoice number Numéro de la facture	Details Détails	Amount Montant
MDQM46	Gasoline and Maintenance DM's Vehicle	256.91

ACCOUNTING INFORMATION *(FOR ADDITIONAL LINES SEE PAGE 2)* - RENSEIGNEMENTS DE LA COMPTABILITÉ *(POUR DES LIGNES SUPPLÉMENTAIRES - VOIR PAGE 2)*

	GL Account Compte général	Net Amount Montant net	HST/GST TVH/TPS	QST/ TVQ	Cost center Centre de coût	Fund Fonds	Functional Area Domaine Fonctionnel	Order Ordre	Assignment Affectation	Description	Commitment PO Engagement Bon de commande	Line Item L. d'item
1	4503	208.30	20.34	8.40	12000	15	4010			Gasoline	300250071	1
2	4503	12.80	1.66		12000	15	4010			Card Program Fee	300250071	2
3	4620	4.70	0.24	0.47	12000	15	4010			Repair & Maintenance	300250071	3

	Net Amount	HST/GST	QST/TVQ
Sub-Total	$ 225.80	$ 22.24	$ 8.87
Sub-Total Tax Amount		$ 31.11	
TOTAL	$ 256.91		

The following boxes must be check by the verifier - Les cases suivantes doivent être cochée par le vérificateur

☐ Services Rendered/Goods Supplied / Services rendus/marchandises livrées

☐ Contract Terms Met / Rencontre les Termes du contrat

☐ Supporting documentation / Documentation à l'appui

Account Verified - Name / Compte Vérifié - Nom	Signature	Date Y-A M D-J

Prepared by - Name / Préparé par - Nom	Date Y-A	M	D-J	G/R :
Sylvie Crispin	2016	02	05	

CERTIFIED PURSUANT TO SECTION 34 OF THE *FINANCIAL ADMINISTRATION ACT* - CERTIFIÉ EN VERTU DE L'ARTICLE 34 DE *LA LOI SUR LES FINANCES PUBLIQUES*

Name - Nom	Signature	Date Y-A M D-J
Stéphanie Poliquin - Chief of Staff - DMO	[signature]	2016 02 15

JUS 396-4 (2014/01)

O R I G I N A L

Automotive Resources International

ARI FINANCIAL SERVICES INC.
SERVICES FINANCIERS ARI INC.
1270 CENTRAL PARKWAY WEST
SUITE 600
MISSISSAUGA, ONTARIO L5C4P4
TOLL FREE / SANS FRAIS (800) 361-5882
FAX / TELECOPIEUR: (905) 803-8644
TEL: (905) 803-8000

RECEIVED FEB 5 - 2016

MISC. INVOICE / FACTURE D'ENTRETIEN

GST REG / TPS NO: #136025582RT
QST REG / TVQ NO: #1015619615

CLIENT CODE / NO DE CLIENT:	4G21-17	INVOICE NO / NO DE FACTURE:	MDQM46
DUE DATE / DATE D'ECHEANCE:	02/28/16	INVOICE DATE / DATE DE LA FACTURE:	01/26/16

UNIT / UNITE	ITEM / ARTICLE	DATE	DESCRIPTION	AMOUNT / MONTANT
005 -339226	HST -CANADIAN TAX ACCT/	02/01/2016	JE- 2169034 HST CHG ON MTHLY SVC Touring	.83
005 -339226	TMS&FUEL - SGT ESSENCE SPEC/	02/01/2016	JE- 2169034 MTHLY TMS - SGT CHRG	6.40
	GST= SUB-TOT=	6.40		
	HST= .83		SUB-TOTAL	✓7.23
005 -339226	GASOLINE/ESSENCE TYPE: UNLEAD	12/11/2015	PR: ON VEND: MACEWEN REF#: 000000 CC#: 60800005791	(1) 35.40
005 -339226	HST -CANADIAN TAX ACCT/	12/11/2015	HST- FUEL CC#: 60800005791	4.60
005 -339226	GASOLINE/ESSENCE TYPE: UNLEAD	12/16/2015	PR: ON VEND: CANADIAN REF#: 000528 CC#: 60800005791	(2) 51.17
005 -339226	HST -CANADIAN TAX ACCT/	12/16/2015	HST- FUEL CC#: 60800005791	6.65
005 -339226	GASOLINE/ESSENCE TYPE: UNLEAD	12/22/2015	PR: ON VEND: MACEWEN REF#: 000000 CC#: 60800005791	(3) 37.54
005 -339226	HST -CANADIAN TAX ACCT/	12/22/2015	HST- FUEL CC#: 60800005791	4.88
005 -339226	GASOLINE/ESSENCE TYPE: UNLEAD	01/07/2016	PR: PQ VEND: PETRO CA REF#: 00838792 CC#: 60800005791	(4) 33.40
005 -339226	GST CHARGEBACKS/TPS	01/07/2016	GST- FUEL CC#: 60800005791	1.67
005 -339226	QST/TAXE QC REMBOURSABLE	01/07/2016	QST- FUEL CC#: 60800005791	3.33
005 -339226	GASOLINE/ESSENCE TYPE: UNLEAD	01/12/2016	PR: PQ VEND: CST CANA REF#: 96614 CC#: 60800005791	50.79
005 -339226	MISC SERVICE/SERVICE DIVERS	01/12/2016	PR: PQ VEND: CST CANA REF#: 96614 CC#: 60800005791	(5) 4.70
005 -339226	GST CHARGEBACKS/TPS	01/12/2016	GST- FUEL CC#: 60800005791	2.54
005 -339226	GST CHARGEBACKS/TPS	01/12/2016	GST- MAINT CC#: 60800005791	.24
005 -339226	QST/TAXE QC REMBOURSABLE	01/12/2016	QST- FUEL CC#: 60800005791	5.07
005 -339226	QST/TAXE QC REMBOURSABLE	01/12/2016	QST- MAINT CC#: 60800005791	.47
	GST= 4.45 SUB-TOT=	213.00		
	HST= 16.13		MAINT/ENTRETIEN .47	
QST/TVQ:	TOTAL: 8.87 FUEL/ESSENCE:	8.40	DIESEL: SUB-TOTAL	✓242.45
	GST= 4.45 SUB-TOT=	219.40		
	HST= 16.96		MAINT/ENTRETIEN .47	
QST/TVQ:	TOTAL: 8.87 FUEL/ESSENCE:	8.40	DIESEL:	
			VEHICLE TOTAL ******249.68 ✓	
	339226 CC # 6080000579176785			
005 -339710	HST -CANADIAN TAX ACCT/	02/01/2016	JE- 2169034 HST CHG ON MTHLY SVC Escape	.83
005 -339710	TMS&FUEL - SGT ESSENCE SPEC/	02/01/2016	JE- 2169034 MTHLY TMS - SGT CHRG	6.40
	GST= SUB-TOT=	6.40		
	HST= .83		SUB-TOTAL	7.23
	GST= SUB-TOT=	6.40		
	HST= .83			
			VEHICLE TOTAL ********7.23	
	1 CC # 6080000565520574			
	GST= 4.45 SUB-TOT=	225.80		
	HST= 17.79		MAINT/ENTRETIEN .47	
QST/TVQ:	TOTAL: 8.87 FUEL/ESSENCE:	8.40	DIESEL:	
			PLEASE PAY THIS TOTAL >	256.91

MAIL TO / POSTER A:
DEPT OF JUSTICE
ATTN: SYLVIE CRISPIN
284 WELLINGTON ST, EMB-4143A
OTTAWA ON K1A 0H8

REMIT TO / REMETTRE A:
ARI FINANCIAL SERVICES T46163
P O BOX 46163
POSTAL STATION A
TORONTO ON M5W4K9

PBN:136025582PG0002

* DATE REPRESENTS PURCHASE DATE OR DATE PAID BY ARI / DATE REPRÉSENTANT DATE D'ACHAT OU DATE DE PAIEMENT PAR ARI

993 UNKNOWN 9A

ORIGINAL

ARI FINANCIAL SERVICES INC.
SERVICES FINANCIERS ARI INC.
1270 CENTRAL PARKWAY WEST
SUITE 600
MISSISSAUGA, ONTARIO L5C4P4
Automotive Resources International
TOLL FREE / SANS FRAIS (800) 361-5882
FAX / TELECOPIEUR: (905) 803-8644
TEL: (905) 803-8000

MISC. INVOICE / FACTURE D'ENTRETIEN

GST REG / TPS NO: #136025582RT
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CLIENT CODE / NO DE CLIENT:	4G21-17	INVOICE NO / NO DE FACTURE:	MDQM46
DUE DATE / DATE D'ECHEANCE:	02/28/16	INVOICE DATE / DATE DE LA FACTURE:	01/26/16

SUMMARY PAGE TOTAL FOR SUB DIVISION 005

REPAIR & MAINTENANCE	4.70		
MISC SERVICE/SERVICE DIVERS	4.70		
TAXES	31.11		
GST CHARGEBACKS/TPS	4.45	HST -CANADIAN TAX ACCT/	17.79
QST-MAINT/ENTRETIEN	8.87		
FUEL	208.30		
GASOLINE/ESSENCE	208.30		
PROGRAM FEES	12.80		
TMS&FUEL - SGT ESSENCE SPEC/	12.80		

SUMMARY TOTAL: 256.91

MAIL TO / POSTER A:
DEPT OF JUSTICE
ATTN: SYLVIE CRISPIN
284 WELLINGTON ST, EMB-4143A
OTTAWA ON K1A 0H8

REMIT TO / REMETTRE A:
ARI FINANCIAL SERVICES T46163
P O BOX 46163
POSTAL STATION A
TORONTO ON M5W4K9

PBN:136025582PG0002

000433

* DATE REPRESENTS PURCHASE DATE OR DATE PAID BY ARI / DATE REPRÉSENTANT DATE D'ACHAT OU DATE DE PAIEMENT PAR ARI

993 UNKNOWN 9A

s.18(a)

(4) 7147 (5)

PETRO-CANADA
47 RUE GREBER
GATINEAU
QUEBEC J8T 3P7
81956107370

TPS 143948966 1
TUP 1087313472
PC0887147:1318401
TERMINAL: 061318458
PAYPOINT: 061318401

2016-01-07 16:50

DISTR. 08
ORDINAIRE
LITRES L 42.603
PRIX/L $ 0.939
VENTE D'ESSE$ 40.00*

TOTAL DU $ 40.00

TOTAL PAYE CARTE
DE CREDIT $ 40.00

* TPS INCL. $ 1.74
* TUP INCL. $ 3.47

ARI CANADA
[redacted] S
FACTURE 838792
AUTOR. 359658
APPROUVEE
MERCI

-- IMPORTANT --
CONSERVER CETTE
COPIE POUR VOS
DOSSIERS

SONDAGE POINTS BONIS
ET ESSENCE A GAGNER
PETRO-CANADA.CA/HERO

Ultramar

320 Greber TPS: 835860131
Gatineau,Qc TVQ: 1219927297
J8T 5R3
DATE: 2016-01-12 HEURE: 06:08
No STATN: 24692 No TRANS.: 603234

No MARCHAND: 22469245704
No PLAQUE: ________

CARBURANT	(L)	($/L)	($)
Distr. 2			
Regulier	63.896	0.939	60.00#

PRODUIT	QTÉ	PRIX	MONTANT
LAVE GLACE 40 3.78	1	4.79	4.79*

Taxes sur 63.896 Litres de Carb. Regulier
TPS: 5.000% = $2.61
TVQ: 9.975% = $5.21
Total des taxes: = $7.82

Taxes sur tous les autres produits
Total TPS: $0.24 Total TVQ: $0.48

#TAXES INCLUSES *TAXES EXCLUES

TOTAL $ 65.51
ACHAT ARI 65.51

Achat
ARI [redacted] G
TERMID: 24692BE1
No FACTURE: 00008251
RÉF: 077001001006
ACI/ISO 001/00
APPROUVÉE 060811

Notre mission:
Combler plus de clients chaque jour

060516

MacEwen Fallowfield
4564 Fallowfield Rd
Ottawa,Ontario
K2J 4S2

DATE: 2015-12-11 TIME: 06:22
STORE #: 21044 TRANS #: 211089
Paypoint: 01K
.hst: R882731961
** PREAUTH RECEIPT ONLY **

FUEL	(L)	($/L)	($)
Pump 2 PREPAID			
Regular	42.598	0.939	40.00

TOTAL $ 40.00

CREDIT CARD $ 40.00

* hst INCLUDED IN FUEL $ 4.60

Pre-Auth
ARI [redacted] S
INVOICE NO: 006876
TERMID: ZB048KT1
MERCHANT #: 40099445704
APPROVED 062223
REF: 668001001003
ACI/ISO 001/00

X

Plate #

****

Canadian Tire #1335
2201 Greenbank Rd.
Nepean,Ontario
K2J 4Y6
613-825-2766

2015-12-16 11:16:36 TRANS #: 050923
HST: R100773019
Paypoint : 01K

FUEL	(L)	($/L)	($)
Pump 2			
Regular	62.575	0.949	59.38

HST INCLUDED IN FUEL $ 6.83

TOTAL $ 59.38

ARIGOV [redacted] S

TERMID: 1335P001
INVOICE NO: 000528
APPROVED 486052

Become a Member of the My Canadian Tire 'Money' program today at www.canadiantire.ca. Collect e-CT 'Money' to redeem at Canadian Tire.

THANK YOU FROM
CT STATION # 1335
TELL US HOW WE DID
AND WIN $1000 DAILYY
@ TELLCDNTIREGAS.COM
OR 1-888-431-5596

-- IMPORTANT --

Retain This Copy For Your Records

--- Customer's Copy ---

MacEwen Fallowfield
4564 Fallowfield Rd
Ottawa,Ontario
K2J 4S2

DATE: 2015-12-22 TIME: 06:32
STORE #: 21044 TRANS #: 222111
Paypoint: 01K
hst: R882731961

FUEL	(L)	($/L)	($)
Pump 1			
Regular	47.883	0.886	42.42

TOTAL $ 42.42

CREDIT CARD $ 42.42

* hst INCLUDED IN FUEL $ 4.88

Purchase
ARI [redacted] S
INVOICE NO: 004605
TERMID: ZB048KT1
MERCHANT #: 40099445704
APPROVED 063207
REF: 690001001004
ACI/ISO 001/00

X

Plate #

****

Expense Report Statement

Expense Report Name: Osgoode Hall Feb 6 Toronto-1

Traveller Name: *WILLIAM PENTNEY*

TIN: *W447676*

Prepared By: *WILLIAM PENTNEY*

Policy Module: *M3D - Domestic - Overnight Stay*

Trip Purpose: *Core Mandate - Meetings*

Other Trip Purpose:

Travel Request Name: *Osgoode Hall Feb 6 Toronto*

Travel Start Date: *06/02/2016*

Travel End Date: *06/02/2016*

ER Approval Status: *Approval Required*

Primary Location:

Secondary Location:

Comments:

Online TAN: *ANB849231*

Fiscal Year: *2015-2016*

Travel Outside Default Division: *N*

Vendor Code: *27327957*

Event:

Processed in IFMS
Doc.# 16107724
Date 15/02/16

Expense Report Summary

Expense Summary

Total allocated expenses :	**877.67**
(Minus) Total non-reimbursable expenses :	502.47
Total reimbursable expenses :	**375.20**
Total due traveller :	**375.20**

Non-Reimbursable Expenses

Expense Type	Date		Foreign Amount	Tax Amount	Amount
5) Commercial Air	29/01/2016	1505 - 12000 - 0130 - 4010 - 15 - - 3003 -			467.44
Porter Ai					467.44
Porter Airlines					
8) Misc transportation charges	03/02/2016	1505 - 12000 - 0130 - 4010 - 15 - - 3003 -			35.03
Hrg Anb849231 5.01					35.03

Total non-reimbursable expenses (CAD) 502.47

Reimbursable Expenses

Expense Type	Date		Foreign Amount	Tax Amount		Amount
11) Taxi	06/02/2016	1505 - 12000 - 0130 - 4010 - 15 - - 3003 - 8500 - 0130 - 0000 - 10006 - 82 - - -		ON*HST	7.71	64.29 72.00
16) Commercial Accommodation Sheraton Hotels Corporation	06/02/2016	1505 - 12000 - 0130 - 4010 - 15 - - 3003 - 8500 - 0130 - 0000 - 10006 - 82 - - -		ON*HST	19.26	160.54 179.80
2) Allowance: Meals, Incidentals & Private Accommodation	06/02/2016	1505 - 12000 - 0130 - 4010 - 15 - - 3003 - 8500 - 0130 - 0000 - 10006 - 82 - - -		ON#HST	10.22	78.58 88.80
	06/02/2016	1505 - 12000 - 0130 - 4010 - 15 - - 3003 - 8500 - 0130 - 0000 - 10006 - 82 - - -		ON#HST	3.98	30.62 34.60
				Total reimbursable expenses (CAD)		375.20

Tax Coding Summary

HST	Total Amount
8500 - 0130 - 0000 - 10006 - 82 - - -	41.17

Financial Coding Summary

Financial Coding	Total Excl. Tax	Total Incl. Tax
1505 - 12000 - 0130 - 4010 - 15 - - 3003 -	836.50	877.67

Approval History

Date And Time	Approver	Approval Status	Comment

Signatures

I have access to the Treasury Board Travel Policy (internal policy for separate employers) and accept the terms and conditions of travel that are in accordance with current policy.

Traveller Name *WILLIAM PENTNEY* **Submit Date** *10/02/2016*

Signature

Recommender Name *Samantha Allard* **Recommended Date** ____________________

Signature

Certified pursuant to section 34 of the Financial Administration Act.

Approver Name *MARIE JOSEE THIVIERGE* **Approval Date** ____________________

Signature

Processor Name ____________________ **Processed Date** ____________________

Signature

s.19(1)

STS SVP
Shared Travel Services
Services de voyage partagés

HRG

E-Ticket Itinerary Receipt and Invoice

02 February 2016

THANK YOU FOR BOOKING WITH THE HOGG ROBINSON GROUP (HRG) GOVERNMENT OF CANADA TRAVEL SERVICES. THIS DOCUMENTATION CONFIRMS YOUR TRAVEL ARRANGEMENTS.

THE INFORMATION CONTAINED IN THIS DOCUMENT IS PROVIDED BY HRG NORTH AMERICA VIA TRAVELPORT AND OTHER THIRD-PARTY VENDORS. AS SUCH, SOME CONTENT IS AVAILABLE IN ENGLISH ONLY.

PLEASE REVIEW TO ENSURE THAT ALL INFORMATION IS CORRECT.

TRAVELLERS ARE RESPONSIBLE FOR VERIFYING THEIR TRAVEL DOCUMENTS UPON RECEIPT.

ACCEPTANCE OF YOUR ITINERARY CONSTITUTES AGREEMENT WITH ITS CONTENTS.

ANY DISCREPANCY MUST BE REPORTED TO HRG NORTH AMERICA PRIOR TO 8PM EST THE SAME BUSINESS DAY.

HRG WILL NOT INCREASE THE PRICE AFTER TICKET ISSUANCE.

Itinerary details

Trip locator:	LTR62Y
Traveller:	Mr WILLIAM FRED PENTNEY

Account references

Traveller Category :	Public Servants
Travel Directive Module :	M3D - Domestic - Overnight stay
THCEE Trip Category :	Core Mandate
Trip Purpose :	Core Mandate - Meetings
TAN :	ANB849231
Fiscal Year :	2015-2016
Rationale for not using virtual presence :	Personal attendance required

Itinerary summary

Traffic	Date	From-to/location	Supplier	Times	Class/room	Status
✈	05 Feb 2016	YOW - YTZ	PD266	16:45-17:50	Economy	Booked
✈	06 Feb 2016	YTZ - YOW	PD263	18:25-19:21	Economy	Booked

Frequent flyer cards:

porter

Porter Airlines
Flight # PD266

Status: Booked

Departing:	Ottawa Intl Airport, Ottawa, Canada (YOW)
Date/time:	05 February 2016, 16:45
Arriving:	Toronto City Centre, Toronto, Canada (YTZ)
Date/time:	05 February 2016, 17:50
Duration:	1h5m
Aircraft:	De Havilland DHC-8 400 Narrowbody Turboprop
Cabin class:	Economy (N)

Add to calendar

porter

Porter Airlines
Flight # PD263

Status: Booked

Departing:	Toronto City Centre, Toronto, Canada (YTZ)
Date/time:	06 February 2016, 18:25
Arriving:	Ottawa Intl Airport, Ottawa, Canada (YOW)
Date/time:	06 February 2016, 19:21
Duration:	0h56m
Aircraft:	De Havilland DHC-8 400 Narrowbody Turboprop
Cabin class:	Economy (N)

Add to calendar

Fare details

Fare accepted:	328.43 CAD
Taxes and fees:	0.00 XG / 53.77 RC / 0.00 XQ / 85.24 XT
Total amount:	467.44 CAD
Fare routing:	YTZ - YOW

Service Fees

Fee 1 Base:	31.00 CAD
Fee 1 Taxes:	4.03 CAD HST
Fee 1 Total:	35.03 CAD

GENERAL INFORMATION
****
VENDOR NAME-PORTER AIRLINES
VENDOR LOCATOR-U4RTSF
****

GST REGISTRATION NO. R136445095 QST REGISTRATION NO. TVQ M1015857826

GST is represented by tax code XG; HST is represented by tax code RC; QST is represented by tax code XQ.

FOR ASSISTANCE OR IN TRANSIT EMERGENCY SERVICE PLEASE CONTACT HRG ANYTIME AT 1-866-857-3578 WITHIN NORTH AMERICA OR FROM OUTSIDE CANADA / USA; CALL COLLECT AT 1-613-822-3873.

FOR CREDIT CARD SUPPORT DUE TO LOST OR STOLEN CARDS PLEASE USE PHONE NUMBER ABOVE; SELECT OPTION 4 IMPORTANT; THE NAME ON THE IDENTIFICATION MUST MATCH THE NAME ON THE RESERVATION; BOARDING PASS.

FOR FLIGHTS WITHIN CANADA ALL PASSENGERS MUST PRESENT ONE PIECE OF VALID GOVERNMENT ISSUED PHOTO IDENTIFICATION THAT INCLUDES NAME / DATE OF BIRTH AND GENDER.

FOR FLIGHTS TO/FROM THE UNITED STATES ALL PASSENGERS ARE REQUIRED TO PRESENT A VALID PASSPORT.

CITIZENS OF COUNTRIES OTHER THAN CANADA AND THE UNITED STATES SHOULD CONTACT THEIR CONSULATE OR EMBASSY FOR BOARDING REQUIREMENTS OR CONSULT HRG GOVERNMENT TRAVEL SERVICE.

PROOF OF ONWARD OR RETURN TRAVEL MAY BE REQUIRED AT CHECK-IN.

PASSPORT AND VISA REQUIREMENTS:

PLEASE ENSURE PASSPORT IS VALID FOR 6 MONTHS BEYOND EXPECTED RETURN DATE.

ALL CHILDREN REGARDLESS OF AGE MUST HAVE THEIR OWN PASSPORT

CITIZENS OF COUNTRIES OTHER THAN CANADA AND THE UNITED STATES SHOULD CONTACT THE CONSULATE OR EMBASSY FOR PASSPORT AND VISA REQUIREMENTS OR CONSULT HRG GOVERNMENT TRAVEL SERVICE.

CHECK-IN:

* PLEASE ALLOW 2HRS FOR DOMESTIC (CANADA); TRANSBORDER (USA) CHECK-IN

* ALLOW 3HRS FOR ALL INTERNATIONAL CHECK-IN

THE AIRLINES RESERVE THE RIGHT TO DENY BOARDING IF MINIMUM CHECK-IN TIMES ARE NOT MET

FLIGHT TIMES ARE SUBJECT TO CHANGE; PLEASE RE-CONFIRM FLIGHT TIMES PRIOR TO DEPARTURE.

IF YOU ARE TRAVELLING TO AN INTERNATIONAL DESTINATION, PLEASE RECONFIRM YOUR RESERVATIONS 72 HOURS PRIOR TO DEPARTURE DIRECTLY WITH THE AIR CARRIER.

FOR FREE BAGGAGE ALLOWANCE AND/OR APPLICABLE FEES FOR CARRY-ON//CHECKED BAGGAGE RELATED TO YOUR FLIGHT - PLEASE VERIFY THE CARRIERS WEBSITE.

ACCOMMODATIONS:

THE SUPPLIERS PROVIDING SERVICES FOR YOUR RESERVATION MAY HAVE IMPOSED RESTRICTIONS CONCERNING THE ABILITY TO CHANGE OR MODIFY YOUR RESERVATION. THE DETAILS OF THESE RESTRICTIONS WERE PROVIDED EITHER TO YOU OR TO THE PERSON MAKING THE RESERVATION ON YOUR BEHALF. DURING THE ONLINE RESERVATION PROCESS THESE RESTRICTIONS WERE ACCEPTED PRIOR TO SUBMITTING YOUR RESERVATION FOR PURCHASE. SHOULD YOU HAVE ANY QUESTIONS OR CONCERNS, PLEASE CONTACT AN HRG NORTH AMERICA TRAVEL COUNSELLOR.

NO-SHOWS:

NO-SHOWS ARE NOT PERMITTED AND RESULT IN THE FORFEIT OF THE FULL AMOUNT OF THE FARE AT DEPARTURE TIME; PLEASE NOTE THAT NO-SHOWS AT ORIGINAL POINT OF DEPARTURE WILL ALSO RESULT IN CANCELLATION OF THE REMAINDER OF THE FLIGHTS.

CHANGES OR CANCELLATIONS MUST BE MADE PRIOR TO SCHEDULED TRAVEL DATE AND; FLIGHT TIME TO PREVENT NO SHOWS AND AVOID FORFEIT OF VALUE OF TICKET.

PLEASE NOTE THAT FARES MAY BE SUBJECT TO CHANGE AND ARE GUARANTED ONLY ONCE TICKETED.

Travel Industry regulations require the travel agency to advise the customer about the availability of optional trip cancellation insurance and optional out of province health insurance. Individuals may contact the travel insurance provider of their choice to obtain a personal quote. TICO NO. 1355825

HRG North America, 370 King St. W., Suite 700, Toronto ON M5V 1J9, 1-866-857-3578

s.19(1)

Sheraton Centre Toronto Hotel
123 Queen Street West
Toronto, ON M5H 2M9
Canada
Tel: (416) 361-1000 Fax: 416-947-4854

Sheraton
HOTELS & RESORTS

William Pentney
284 Wellington St
Ottawa, ON K1A0H8
Canada

Page Number	: 1		Invoice Nbr	: 312300
Guest Number	: 6295236			
Folio ID	: A			
Arrive Date	: 05-FEB-16	18:16		
Depart Date	: 06-FEB-16	10:57		
No. Of Guest	: 1			
Room Number	: 2617			
Club Account	:			

Tax Invoice

Tax ID : 844048108
Sheraton Centre 06-FEB-16 11:00

Date	Reference	Description	Charges (CAD)	Credits (CAD)
05-FEB-16	4340			
05-FEB-16	RT2617	Room Chrg Government	155.00	
05-FEB-16	RT2617	Rooms HST	20.15	
05-FEB-16	RT2617	Destination Marketing Program	4.12	
05-FEB-16	RT2617	HST Dest Marketing Prgm	0.53	
06-FEB-16	VI	Visa-		-201.01

For Authorization Purpose Only

Date	Code	Authorized
05-FEB-16	067705	209.25

	Charges (CAD)	Credits (CAD)
** Total	201.01	-201.01
*** Balance	0.00	

HST Summary	Amount (CAD)
HST Room:	20.15
HST Food and Beverage	0.00
HST Telephone:	0.00
HST Other:	0.00
HST Total	20.15

Continued on the next page

s.19(1)

Sheraton Centre Toronto Hotel
123 Queen Street West
Toronto, ON M5H 2M9
Canada
Tel: (416) 361-1000 Fax: 416-947-4854

Sheraton
HOTELS & RESORTS

William Pentney
284 Wellington St
Ottawa, ON K1A0H8
Canada

Page Number	:	2		Invoice Nbr	: 312300
Guest Number	:	6295236			
Folio ID	:	A			
Arrive Date	:	05-FEB-16	18:16		
Depart Date	:	06-FEB-16	10:57		
No. Of Guest	:	1			
Room Number	:	2617			
Club Account	:				

Enjoy Sheraton's healthy menu options on your next stay. Brighten your diet with Color Your Plate, our healthier menu options that include at least th ree colorful fresh food items, as recommended by nutrition experts at Core Performance(TM). Learn more at www.sheraton.com/fitness

Tell us about your stay. www.sheraton.com/reviews

s.19(1)

2

RECEIPT

CALL NO. ______ DATE ______

CAB NO. ______ AMOUNT $ 14

DRIVER'S NAME ______

FROM ______

TO Sheraton

NOTE: AMOUNT SHOWN ABOVE INCLUDES HST
Driver is an Independent Contractor, any HST Input Credit may be claimed as "NOTIONAL" or applied to driver's registration number, not Co-op Cabs.

DRIVER'S HST NO.
(if applicable)

RECEIPT

Cab No ______ H.S.T. ______

From ______

To ______

Date Feb. 6th Amount $18.00

Signature ______

BLUELINE

Job #

RECEIPT FOR CAB FARE

Amount $10.00 Date + Tips

From Airport

To [illegible]

Cab No. ______ Driver ______

H.S.T. Included in meter

VISA MasterCard AMERICAN EXPRESS Interac

16

s.19(1)

Government of Canada / Gouvernement du Canada

Travel Expense Report / Note de Frais de Voyages

Type 2

Travel No. - N° du voyage: Feb 6-8 2016

Name of Claimant - Nom du demandeur: Jody Wilson-Raybould

Department - Ministère: Justice

Branch - Direction: DM Business Center

Send Cheque to - Envoyer le chèque à l'adresse suivante: EMB 4th floor

Address - Adresse: EMB 4th floor

Telephone - Téléphone:

Purpose of Travel - But du voyage: meetings and business in Ottawa Feb 6-8 2016

EXPENSES PREPAID BY DEPARTMENT - DÉPENSES PAYÉES À L'AVANCE PAR LE MINISTÈRE

(1) TRANSPORTATION / TRANSPORT ▶ Date / Time of Departure / Heure du départ ▶ 2016-02-06 Arrival / Arrivé ▶ 2016-02-08

(2) OTHER EXPENSES / AUTRES DÉPENSES ▶

AUTHORIZED ALLOWANCES - INDEMNITÉS AUTORISÉES

PRIVATE VEHICLE ALLOWANCE / INDEMNITÉ-VÉHICULE PARTICULIER ▶				
PREVIOUSLY CLAIMED THIS FISCAL YEAR / DÉJÀ RÉCLAMÉ PRÉSENT EXERCICE ▶				
THIS CLAIM / INDEMNITÉ DEMANDÉE ▶				

		COMPREHENSIVE ALLOWANCE (Accommodation, meals and incidental expenses) / INDEMNITÉ GLOBALE (Logement, Repas et frais divers)	COMPOSITE ALLOWANCE (Meals and incidental expenses for full calendar days only) / INDEMNITÉ DÉTAILLÉE (Repas et frais divers pour les jours de calendrier complets seulement)		
OR-OU	RATE / TAUX ▶	days @ / jours	days @ / jours	days @ / jours	$ 0.00
PARTIAL COMPOSITE ALLOWANCES / INDEMNITÉ DÉTAILLÉE PARTIELLE ▶	MEALS / REPAS ▶	1 Breakfasts / Petits déjeuners @ $ 16.55	1 Lunches / Déjeuners @ $ 16.80	1 Dinners / Dîners @ $ 44.40	$ 77.75
	INCIDENTAL EXPENSES / FRAIS DIVERS ▶	1 days @ / jours $ 17.30	days @ / jours	days @ / jours	$ 17.30
OTHER ALLOWANCES (Specify) / AUTRES INDEMNITES (Précisez lesquelles)					

EXPENSES NOT INCLUDED ABOVE - DÉPENSES AUTRES QUE CI-DESSUS

		Vr. No. - P. N°	
(3) Vehicle Rental / Location de véhicule ▶			
(4) Public Transportation / Transport en commun ▶			
(5) Accommodation / Logement ▶			$ 377.10
(6) Meals / Repas ▶			
(7) All Other Expenses (Specify) / Autres (précisez) ▶	flight paid by HOC		

I certify that the amounts included in this claim were incurred on authorized government business travel. / Je certifie que les montants faisant l'objet de la présente réclamation constituent des dépenses entraînées par des voyages pour affaires officielles.

[redacted] ...en vertu de l'article 34 sur la gestion des finances publiques

2 JUIN 2016

Y-A M D-J

Signature (Claimant - Demandeur) Date Signature Date

Total Expenses	Total des dépenses	$ 472.15
Less Total 1 and 2 Above	Moins le total des paragraphes 1 et 2	$ 0.00
Total Claimed	Total Demandé	$ 472.15
Less Advance	Moins L'avance	
Amount due Reciever General of Canada	Total dû au Receveur général du Canada	
AMOUNT DUE CLAIMANT	TOTAL DÛ AU REQUÉRANT	$ 472.15

Type Particulars - Details

3

Was already in Ottawa therefore no flights from Vanc-Ott

Only 2 nights acc. and meals and inc. for Feb 7 as meals fer Feb 6 claimed on prior travel claim

PAYMENT RECORD - ENREGISTREMENT DU PAIEMENT

Type	2 Sub Type	5 P.R.I. CIDP	8 Amount - Montant	14 Requisition No. / N° de la demande	15 Supplier Indicator / Indicateur du fournisseur	17 Due Date / Date d'échéance Y-A M D-J
7	80	[redacted]	472.15		0	

Type 4 — ACCOUNTING INFORMATION - RENSEIGNEMENTS DE LA COMPTABILITÉ

2 Sub Type	3 Dept. Ref. No. / N° de réf. min.	5 Coding - Codage	6 Amount - Montant	CR-CT
	3002604OO -1	1524 - 11050 - 15 - 4010	472.15	
	7 Description		8 Fin. Encumbrance No. / N° de la charge financière	
2	3	5	6	
	7		8	
2	3	5	6	
	7		8	

Dept. Pre-Audit and Account Verification. / Vérification de la comptabilité au niveau du ministère

Signature

Verified correct - Vérifié conforme

Signature

TOTAL ▶

Requisitioned for payment pursuant to section 33 of the Financial Administration Act and Certified in accordance with section 7 of the Payment Requisitioning Regulations. / Demandé pour paiement conformément à l'article 33 de la Loi sur la gestion des finances publiques, et certifié aux termes de l'article 7 du Règlement sur les réquisitions de paiements.

Signature

Services Officer - Agent des services

Signature

20 Cheque No. - N° de chèque 21 Date Y-A M D-J

GC 73 (2014/03) 7540-21-910-7366

Feb 6-8 2016

s.19(1)

Sheraton Ottawa Hotel
150 Albert Street
Ottawa, ON K1P 5G2
Canada
Tel: 613-238-1500 Fax: 613-235 2723

Sheraton
HOTELS & RESORTS

Jody Wilson

Page Number	:	1
Guest Number	:	805415
Folio ID	:	A
No. Of Guest	:	1
Room Number	:	1615
Club Account	:	
Arrive Date	:	06-FEB-16 23:40
Depart Date	:	08-FEB-16 12:21

Tax ID : 122417470
Sheraton Ottawa 16-MAY-16 15:18

Date	Reference	Description	Charges (CAD)	Credits (CAD)
06-FEB-16	RT1615	Room	162.00	
06-FEB-16	RT1615	Room HST 13%	21.06	
06-FEB-16	RT1615	DMF 3%	4.86	
06-FEB-16	RT1615	DMF HST 13%	0.63	
07-FEB-16	9005			
07-FEB-16	RT1615	Room	162.00	
07-FEB-16	RT1615	Room HST 13%	21.06	
07-FEB-16	RT1615	DMF 3%	4.86	
07-FEB-16	RT1615	DMF HST 13%	0.63	
08-FEB-16	AX	American Express		-411.48
		** Total	411.48	-411.48
		*** Balance	0.00	

188.55 → Meal 188.55 377.10

Summary of HST for your stay: Amount (CAD)

HST for Room Revenue:	42.12
HST for Food and Beverage:	3.38
HST for Telephone:	0.00
HST for Other:	1.26
HST for entire stay:	46.76

Experience Sheraton Club. Upgrade to a higher level of comfort, complete with special touches like complimentary breakfast, a premium selection of beverages and access to the Club lounge. Learn more at www.sheraton.com/club

Jan 31 flight covered by HoC.

Continued on the next page

Jan 31 - Feb 6 288.84 Accom.
Jan 31 - Feb 6 10.00 taxi

+ Meals full days + INC. For Feb 7 as meals & Inc were covered on Jan-Feb 6 an Feb 8-11 claims

Feb 6 stayed in Ottawa for meeting and business as Minister by staying in Ottawa after a sitting week we saved as no flight was purchased for VAN-OTT.

s.19(1)

Sheraton Ottawa Hotel
150 Albert Street
Ottawa, ON K1P 5G2
Canada
Tel: 613-238-1500 Fax: 613-235 2723

Sheraton
HOTELS & RESORTS

Jody Wilson

Page Number	:	2	
Guest Number	:	805415	
Folio ID	:	A	
No. Of Guest	:	1	
Room Number	:	1615	
Club Account	:		
Arrive Date	:	06-FEB-16	23:40
Depart Date	:	08-FEB-16	12:21

Tell us about your stay. www.sheraton.com/reviews

Sheraton Ottawa Hotel
150 Albert Street
Ottawa, ON K1P 5G2
Canada
Tel: 613-238-1500 Fax: 613-235 2723

Sheraton
HOTELS & RESORTS

S/B reimbursed by HoC?
No as Feb 9 was not a sitting week.

Jody Wilson

Page Number	:	1
Guest Number	:	805415
Folio ID	:	A
No. Of Guest	:	1
Room Number	:	1615
Club Account	:	
Arrive Date	:	06-FEB-16 23:40
Depart Date	:	08-FEB-16 12:21

Tax ID : 122417470
Sheraton Ottawa 16-MAY-16 15:18

Date	Reference	Description	Charges (CAD)	Credits (CAD)
06-FEB-16	RT1615	Room	162.00	
06-FEB-16	RT1615	Room HST 13%	21.06	
06-FEB-16	RT1615	DMF 3%	4.86	
06-FEB-16	RT1615	DMF HST 13%	0.63	
07-FEB-16	9005	Carleton Grill	34.38	
07-FEB-16	RT1615	Room	162.00	
07-FEB-16	RT1615	Room HST 13%	21.06	
07-FEB-16	RT1615	DMF 3%	4.86	
07-FEB-16	RT1615	DMF HST 13%	0.63	
08-FEB-16	AX	American Express		-411.48
		** Total	411.48	-411.48
		*** Balance	0.00	

Summary of HST for your stay:	Amount (CAD)
HST for Room Revenue:	42.12
HST for Food and Beverage:	3.38
HST for Telephone:	0.00
HST for Other:	1.26
HST for entire stay:	46.76

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Continued on the next page

s.19(1)

Sheraton Ottawa Hotel
150 Albert Street
Ottawa, ON K1P 5G2
Canada
Tel: 613-238-1500 Fax: 613-235 2723

Sheraton
HOTELS & RESORTS

Jody Wilson

Page Number	:	2	
Guest Number	:	805415	
Folio ID	:	A	
No. Of Guest	:	1	
Room Number	:	1615	
Club Account	:		
Arrive Date	:	06-FEB-16	23:40
Depart Date	:	08-FEB-16	12:21

Tell us about your stay. www.sheraton.com/reviews

(5) HOSPITALITY - WORKING BREAKFAST - FEB 6, 2016

(5) (7)

Department of Justice Canada | Ministère de la Justice Canada

HOSPITALITY CLAIM | **DEMANDE DE REMBOURSEMENT DE DÉPENSES D'ACCUEIL**

s.19(1)

Function - L'évènement	Date of Function / Date de l'évènement (Y-A M D-J)	Place(s) of Function - Lieu(x) de l'évènement
Working breakfast	2016 02 06	Sheraton Centre Toronto Hotel 123 Queen Street W. Toronto ON

Date	Type	Participants		Actual Cost - Coût réel		A Total Cost Coût total
		Gov't of Canada Gouv. du Canada	Others Autres	Total Attendees Total des prticipants	Per Capita Cost Coût individuel	
Feb 6	Breakfast	7		7	$60.96	$426.69
				Totals Totaux	$60.96	$426.69

Date	Type (Other than food & beverage) Type (Autres que nourriture et boissons)	Number of Items Nombre d'articles	Cost per Item Coût par article	B Total Cost Coût total	A+B Total Hospitality Cost Coût total de l'accueil
Feb 6	room rental & labour fee	1		$729.98	$1,156.67

Remarks - Remarques

The order was made for 10 people and only 7 participated

Participants:
Minister Jody Wilson-Raybould
[redacted] Assistant to the Minister
William Pentney, Deputy Minister

Minister Carolyn Bennett (INAC)
[redacted] (Chief of Staff, INAC)
Minister Patty Hadju (Status of Women Canada)
Meena Ballantyne (Head of Agency, Status of Women Canada)

Payee Name - Nom du bénéficiaire						Vendor Code - Code fournisseur	
BMO						118096	
Commitment No. N° d'engagement	Cost Center Centre de coût	Fund - Fonds	Functional Area Domaine fonctionnel	Order - Ordre	GL - Compte général (2015 / 2401)	Amount including Tax Montant incluant taxe	GST / HST TPS / TVH
300256963-1	11050	15	4010		2401	426.69	49.09
Payee Name - Nom du bénéficiaire						Vendor Code - Code fournisseur	
BMO						118096	
Commitment No. N° d'engagement	Cost Center Centre de coût	Fund - Fonds	Functional Area Domaine fonctionnel	Order - Ordre	GL - Compte général (2015 / 2401)	Amount including Tax Montant incluant taxe	GST / HST TPS / TVH
300256963-2	11050	15	4010		5810	$729.98	$83.28

Prepared by (*Type or print*) - Préparé par (*Dactylographier ou en caractères d'imprimerie*)	Tel. No. - N° de tél.	Date
Danielle Vaillancourt	960-1138	2016-02-11

Certified pursuant to Section 34 of the Financial Administration Act. Certifié en vertu de l'article 34 de la *Loi sur la gestion des finances publiques.*

Title - Titre

Jody Wilson-Raybould, Minister of Justice

Signature: [signed] | Date

JUS 145-2 (2011/11)

1105

Sheraton
HOTELS & RESORTS

Sheraton Centre Toronto Hotel
123 Queen St W.
Toronto, ON M5H 2M9
Tel: 416-361-1000
Fax: 416-947-4867

Ministry Of Justice
284 Wellington
Ottawa, ON K1A 0H8
Canada
Attn: Kathleen Sheridan

Page Number 1
AR Account 316328
Invoice Number351323
Invoice Date 02-10-2016

INVOICE

Date	Description	Charge		Credit	Balance
09-FEB-16	6297343/Folio				
	***Ministry of Justice Att00-3T7F				
06-FEB-16	Catering	426.69			
06-FEB-16	Catering	600.03	room rental		
06-FEB-16	Catering	129.95	xtra fees less 25 people		
		1,156.67			1,156.67

HST Summary

HST Room:	0.00
HST Food and Beverage	0.00
HST Telephone:	0.00
HST Other:	133.07

HST Total	133.07

HST Vendor Number:844048108

Current	Over 30	Over 60	Over 90	Balance
1,156.67				1,156.67

PAID

Sheraton Centre Toronto Hotel
123 Queen Street West
Toronto, ON M5H 2M9
Canada
Tel: (416) 361-1000 Fax: 416-947-4854

Sheraton HOTELS & RESORTS

s.18(a)
s.19(1)

Ministry Of Justice

Page Number	: 1	Invoice Nbr	:	313818
Guest Number	: 6301521			
Folio ID	: A			
Arrive Date	: 10-FEB-16			
Depart Date	: 10-FEB-16			
No. Of Guest	: 1			
Room Number	:			
Club Account	:			
AR Account	: 316328 - Ministry Of Justice			

Tax Invoice

Tax ID : 844048108
Sheraton Centre 10-FEB-16 11:33

Date	Reference	Description	Charges (CAD)	Credits (CAD)
10-FEB-16	MC			-1156.67
	For Authorization Purpose Only			
	Date / Code / Authorized			
	10-FEB-16 / 113251 / 1156.67			
10-FEB-16	MC	MasterCard	1156.67	
		** Total	0.00	0.00
		*** Balance	0.00	

For your convenience, we have prepared this zero-balance folio indicating a $0 balance on your account. Please be advised that any charges not reflect ed on this folio will be charged to the credit card on file with the hotel. While this folio reflects a $0 balance, your credit card may not be charg ed until after your departure. You are ultimately responsible for paying all of your folio charges in full. Please note that your guest room will be checked out at 12 noon.

HST Summary	Amount (CAD)
HST Room:	0.00
HST Food and Beverage	0.00
HST Telephone:	0.00
HST Other:	0.00
HST Total	0.00

Continued on the next page

Sheraton Centre Toronto Hotel
123 Queen Street West
Toronto, ON M5H 2M9
Canada
Tel: (416) 361-1000 Fax: 416-947-4854

Sheraton
HOTELS & RESORTS

Ministry Of Justice

Page Number	:	2	Invoice Nbr	:	313818
Guest Number	:	6301521			
Folio ID	:	A			
Arrive Date	:	10-FEB-16			
Depart Date	:	10-FEB-16			
No. Of Guest	:	1			
Room Number	:				
Club Account	:				
AR Account	:	316328 - Ministry Of Justice			

Enjoy Sheraton's healthy menu options on your next stay. Brighten your diet with Color Your Plate, our healthier menu options that include at least th ree colorful fresh food items, as recommended by nutrition experts at Core Performance(TM). Learn more at www.sheraton.com/fitness

As a Starwood Preferred Guest, you could have earned 0 Starpoints for this visit. Please provide your member number or enroll today.

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EXPENSE SUMMARY REPORT

Currency: CAD

Date	Room & Tax	Food & Bev	Parking	Telephone	Other	Total	Payment
02-10-2016	0.00	0.00	0.00	0.00	0.00	0.00	-1156.67
Total	0.00	0.00	0.00	0.00	0.00	0.00	-1156.67

s.19(1)

Sheraton Centre Toronto Hotel

EO #: 6480-8296838969

123 Queen St W Suite 100 **Event Check #:** 6480-8337852874

Event Check

Account: Ministry of Justice	**Event Date:** Saturday, 06 February 2016
	Contact: Kathleen Sheridan
Post As: Ministry of Justice	**Phone:** (613) 992-0577
EO Name: Ministry of Justice	**Fax:**
Address: 284 Wellington	**Onsite Contact:**
Ottawa ON , K1A 0H8 Canada	**Onsite Phone:**
Payment Method:	**Event Seller:**
PMS Group Code: MB06AA	**Event Servicer:**
Department: Catering	

Quantity	Item	Unit Price	Total Price

Food

Breakfast Meeting, Elgin, Saturday, 06 February 2016

Quantity	Item	Unit Price	Total Price
10	WARM WAKEUP	$32.00	$320.00
		Subtotal Food	$320.00
		HST13%	$49.09
		Taxabe Service Charge 18%	$57.60
		Total Food	$426.69

Rental

Breakfast Meeting, Elgin, Saturday, 06 February 2016

Quantity	Item	Unit Price	Total Price
1	Elgin	$450.00	$450.00
		Subtotal Rental	$450.00
		Taxabe Service Charge 18%	$81.00
		HST13%	$69.03
		Total Rental	$600.03

Other

Breakfast Meeting, Elgin, Saturday, 06 February 2016

Quantity	Item	Unit Price	Total Price
1	Menu Labour Fee	$115.00	$115.00
		Subtotal Other	$115.00
		HST13%	$14.95
		Total Other	$129.95

Grand Total $1,156.67

Sheraton Centre Toronto Hotel

123 Queen St W Suite 100
Toronto M5H 2M9 Canada
Phone:(416) 814-1299
Fax:(416) 947-4875

EO #: 6480-8296838969 s.19(1)
Status:
Page: 1 of 1
Printed: 04-Feb-2016

Event Order

Account:	Ministry of Justice	**Event Date:**	Saturday, 06 February 2016
		Contact:	Kathleen Sheridan
Post As:	Ministry of Justice	**Phone:**	(613) 992-0577
EO Name:	Ministry of Justice	**Fax:**	
Address:	284 Wellington Ottawa ON K1A 0H8 Canada	**OnSite Contact:** **OnSite Phone:**	
Payment Method:		**Event Seller:**	
PMS Group Code:		**Event Servicer:**	
Department:	Catering		

Date	Time	Room	Event Name	Type	Post	PROJ	GTD	SET	Rental
Sat, 06-Feb-2016	7:30AM-9:30AM	Elgin	Breakfast Meeting	Breakfast Meeting	N	10			$450.00

Food

7:30AM-9:30AM Elgin

7:30AM-9:30AM

WARM WAKEUP

Pastry basket to include assortment of Danishes, low fat muffins, buttery croissants, banana, poppy seed and cranberry breads
Butter and Preserves
Seasonal hand carved fruit & berries
Fluffy Scrambled Eggs with Garden Chives & Grated Cheddar
Pork links and rashers of hickory smoked bacon
Lightly spiced breakfast potatoes
Freshly squeezed chilled juices
Freshly brewed Starbucks regular and decaffeinated Coffee and specialty Tazo Teas
10 @ $32.00 per Person

Beverage

Room Setup

7:30AM-9:30AM Elgin
Setup Style:Conference

7:30AM-9:30AM

Boardroom for 10

CLUTTER FREE MEETING:
Water station
Note pads/ pens (on station)
Mints (on station)

DUE TO NATURE OF MEETING, PLEASE SETUP ALL FOOD STATION INSIDE THE ROOM
DNP (DO NOT POST) MEETING
GUEST ARRIVAL: 7:00AM

Audio Visual

7:30AM-9:30AM Elgin
NO WIFI REQUIRED, NO AV REQUIRED

Special Arrangements

7:30AM-9:30AM Elgin

7:30AM-9:30AM

1 Labour fee for group under 25 ppl @ $115.00 per Person

FOOD & BEVERAGE/ FUNCTION SPACE RENTAL FEE: A service charge, currently 18% of (plus all applicable taxes) will be added to all Food and Beverage items and the function space rental fee. See schedule of events if applicable. NOTE: GUARANTEED ATTENDANCE IS REQUIRED BY 10:00 AM THREE (3) BUSINESS DAYS BEFORE THE DATE OF THE EVENT. IF WE ARE NOT NOTIFIED BY THIS TIME, WE WILL PREPARE AND CHARGE FOR THE EXPECTED BELOW NUMBER OF GUESTS.

2016/02/04

Client's Signature   Date   Hotel Representative's Signature   Date

EO #: 6480-8296838969

10

s.19(1)

Government of Canada / Gouvernement du Canada

Travel Expense Report / Note de Frais de Voyages

Travel No. - N° du voyage: SK Visit Feb 8-11 2016-2

Type 2

Name of Claimant - Nom du demandeur: Hon. Jody Wilson-Raybould

Department - Ministère: Justice Canada

Branch - Direction: Minister's Office

Send Cheque to - Envoyer le chèque à l'adresse suivante: EMB 4th Floor

Address - Adresse: EMB 4th Floor

Telephone - Téléphone: 992-4621

Purpose of Travel - But du voyage: Regular Business - Feb. 8-11, 2016

EXPENSES PREPAID BY DEPARTMENT - DÉPENSES PAYÉES À L'AVANCE PAR LE MINISTÈRE

1 TRANSPORTATION / TRANSPORT	Date / Time of Departure - Heure du départ: 2016-02-08; Arrival - Arrivé: 2016-02-11	
2 OTHER EXPENSES / AUTRES DÉPENSES		

AUTHORIZED ALLOWANCES - INDEMNITÉS AUTORISÉES

PRIVATE VEHICLE ALLOWANCE / INDEMNITÉ-VÉHICULE PARTICULIER			
PREVIOUSLY CLAIMED THIS FISCAL YEAR / DÉJÀ RÉCLAMÉ PRÉSENT EXERCICE			
THIS CLAIM / INDEMNITÉ DEMANDÉE			

COMPREHENSIVE ALLOWANCE (Accommodation, meals and incidental expenses) / INDEMNITÉ GLOBALE (Logement, Repas et frais divers) — COMPOSITE ALLOWANCE (Meals and incidental expenses for full calendar days only) / INDEMNITÉ DÉTAILLÉE (Repas et frais divers pour les jours de calendrier complets seulement)

OR-OU					
RATE / TAUX		days @ / jours	days @ / jours	days @ / jours	$ 0.00
PARTIAL COMPOSITE ALLOWANCES / INDEMNITÉ DÉTAILLÉE PARTIELLE	MEALS / REPAS	0 Breakfasts / Petits déjeuners @ $ 16.55	0 Lunches / Déjeuners @ $ 16.80	0 Dinners / Diners @ $ 44.40	$ 0.00
	INCIDENTAL EXPENSES / FRAIS DIVERS	0 days @ / jours $ 17.30	days @ / jours	days @ / jours	$ 0.00
OTHER ALLOWANCES (Specify) / AUTRES INDEMNITES (Précisez lesquelles)					

EXPENSES NOT INCLUDED ABOVE - DÉPENSES AUTRES QUE CI-DESSUS

		Vr. No. - P. N°	
3	Vehicle Rental / Location de véhicule		
4	Public Transportation / Transport en commun		
5	Accommodation / Logement		$ 288.84
6	Meals / Repas		
7	All Other Expenses (Specify) / Autres (précisez)		

I certify that the amounts included in this claim were incurred on authorized government business travel. / Je certifie que les montants faisant l'objet de la présente réclamation constituent des dépenses entraînées par des voyages pour affaires officielles.

Certified pursuant to section 34 ... / Certifié en vertu de l'article 34 de la Loi sur la gestion des finances publiques

Y-A M D-J: 13 AVR. 2016 — Date

Signature (Claimant - Demandeur) — Date — Signature — Date

Total Expenses	Total des dépenses	$ 288.84
Less Total 1 and 2 Above	Moins le total des paragraphes 1 et 2	$ 0.00
Total Claimed	Total Demandé	$ 288.84
Less Advance	Moins L'avance	
Amount due Reciever General of Canada	Total dû au Receveur général du Canada	
AMOUNT DUE CLAIMANT	TOTAL DÛ AU REQUÉRANT	$ 288.84

Type Particulars - Details
3

Claim # @ - Hotel receipt for Toronto over night stay was not included on claim #1

PAYMENT RECORD - ENREGISTREMENT DU PAIEMENT

Type 7	2 Sub Type	5 P.R.I. CIDP	8 Amount - Montant	14 Requisition No. / N° de la demande	15 Supplier Indicator / Indicateur du fournisseur	17 Due Date / Date d'échéance Y-A M D-J
	80		288.84		0	

Type 4 — ACCOUNTING INFORMATION - RENSEIGNEMENTS DE LA COMPTABILITÉ

2 Sub Type	3 Dept. Ref. No. / N° de réf. min.	5 Coding - Codage	6 Amount - Montant	CR-CT
	400073182-01	11050-4010-1524		
	7 Description		8 Fin. Encumbrance No. / N° de la charge financière	
2	3	5	6	
	7		8	
2	3	5	6	
	7		8	

Dept. Pre-Audit and Account Verification. / Vérification de la comptabilité au niveau du ministère — Signature

Verified correct - Vérifié conforme — Signature

TOTAL

Requisitioned for payment pursuant to section 33 of the Financial Administration Act and Certified in accordance with section 7 of the Payment Requisitioning Regulations / Demandé pour paiement conformément à l'article 33 de la Loi sur la gestion des finances publiques, et certifié aux termes de l'article 7 du Règlement sur les réquisitions de paiements. — Signature

Services Officer - Agent des services — Signature

20 Cheque No. - N° de chèque — 21 Date Y-A M D-J

GC 73 (2014/03) 7540-21-910-7366

s.19(1)

Department of Justice Canada | Ministère de la Justice Canada

REF #:
Date:
Doc #:

Annex 9B – Commitment – Travel Regular (300)

TAXES EXCLUDED

Commitments – Travel HRG — PAYE 2015-2016

Engagements – Voyage HRG — CAFE 2015-2016

Name of Payee / Nom du Bénéficiaire	Commitment / Engagement	Line No. / Ligne	CODING / CODAGE					Total Amount / Montant Total	TAN / NAV	Air Fare / Coût du billet d'avion
			GL Account / Compte GL	Cost Center / Centre de coût	Fund / Fonds	Funct. Area / Dom. fonctionnel	Order No. / Numéro de projet			
Hon. Jody Wilson-Raybould	400073182	01	1524	11050	15	4010		288.84	ANH199938	

Certified pursuant to section 34 of the Financial Administration Act
Certifié en vertu de l'article 34 de la Loi sur la gestion des finances publiques

[redacted] 13 AVR. 2016 [redacted]
Signature (Sec 34) Date Name

Joelle Landry
Administrator/administrateur

941.6042
Admin : Telephone No/Numéro de téléphone

Sheraton Gateway Hotel
PO Box 3000
Toronto AMF
Toronto, ON L5P 1C4
Canada
Tel: 905-672-7000 Fax: 905-672-7100

Sheraton

s.19(1)

Jody Wilson

Page Number	:	1		Invoice Nbr	: 274487
Guest Number	:	2239969			
Folio ID	:	A			
Arrive Date	:	10-FEB-16	01:03		
Depart Date	:	11-FEB-16	11:53		
No. Of Guest	:	2			
Room Number	:	884			
Club Account	:				

Copy Invoice

Tax ID : 140047879

Sheraton Gateway 11-APR-16 13:39

Date	Time	Reference	Description	Charges (CAD)	Credits (CAD)
10-FEB-16	03:25	RT884	Room Charge - Government	249.00	
10-FEB-16	03:25	RT884	Rooms HST	32.37	
10-FEB-16	03:25	RT884	Destination Marketing Program	6.62	
10-FEB-16	03:25	RT884	HST Destination Marketing Prog	0.85	
11-FEB-16	11:53	AX			-288.84

For Authorization Purpose Only

Date	Code	Authorized
10-FEB-16	848600	323.7

	Charges (CAD)	Credits (CAD)
** Total	288.84	-288.84
*** Balance	0.00	

HST Summary for your stay:

	Amount (CAD)
Room Revenue HST	32.37
Food & Beverage HST	0.00
Photo/Fax/Copy Services HST	0.00
Other Revenue HST	0.85
Total HST for your stay:	33.22

Continued on the next page

s.19(1)

Sheraton Gateway Hotel
PO Box 3000
Toronto AMF
Toronto, ON L5P 1C4
Canada
Tel: 905-672-7000 Fax: 905-672-7100

Sheraton

Jody Wilson

Page Number	:	2	Invoice Nbr	:	274487
Guest Number	:	2239969			
Folio ID	:	A			
Arrive Date	:	10-FEB-16	01:03		
Depart Date	:	11-FEB-16	11:53		
No. Of Guest	:	2			
Room Number	:	884			
Club Account	:				

Tell us about your stay www.sheraton.com/reviews for billing please connect with us at 00692guestinquiries@sheraton.com

Tell us about your stay. www.sheraton.com/reviews. For billing, please connect with us at 00692guestinquiries@sheraton.com

31

Expense Report Statement

Expense Report Name: SK Visit Feb 8-11 2016-1

Traveller Name:	*Jody Wilson-Raybould*	**Online TAN:**	*ANH199938*
TIN:	*A414708*	**Fiscal Year:**	*2015-2016*
Prepared By:	*Kathleen Sheridan*	**Travel Outside Default Division:**	*N*
Policy Module:	*M3D - Domestic - Overnight Stay*	**Vendor Code:**	*42152054*
Trip Purpose:	*Core Mandate - Other*	**Event:**	
Other Trip Purpose:			
Travel Request Name:	*SK Visit Feb 8-11 2016*		
Travel Start Date:	*11/02/2016*		
Travel End Date:	*11/02/2016*		
ER Approval Status:	*Approval Required*		
Primary Location:	*Regina*		
Secondary Location:			
Comments:			

Expense Report Summary

Expense Summary

Total allocated expenses :	**4,317.05**
(Minus) Total non-reimbursable expenses :	3,736.20
Total reimbursable expenses :	**580.85**
Total due traveller :	**580.85**

Non-Reimbursable Expenses

Expense Type	Date		Foreign Amount	Tax Amount	Amount
25) Transaction/Service Charges	03/02/2016	1524 - 11050 - 0130 - 4010 - 15 - - 3003 -			35.03
Hrg Anh199938 5.01					35.03
Hrg Anh199938 5.15					
Air Can 0142158661150					

Expense Type	Date		Foreign Amount	Tax Amount	Amount
25) Transaction/Service Charges	11/02/2016	1524 - 11050 - 0130 - 4010 - 15 - - 3003 -			66.15
Hrg Anh199938 5.01					66.15
Hrg Anh199938 5.15					
Air Can 0142158661150					
25) Transaction/Service Charges	10/02/2016	1524 - 11050 - 0130 - 4010 - 15 - - 3003 -			56.50
Hrg Anh199938 5.01					56.50
Hrg Anh199938 5.15					
Air Can 0142158661150					
5) Commercial Air	02/02/2016	1524 - 11050 - 0130 - 4010 - 15 - - 3003 -			2,236.76
Air Can 0142158303355					2,236.76
Air Can 0142158661150					
Air Canada					
5) Commercial Air	10/02/2016	1524 - 11050 - 0130 - 4010 - 15 - - 3003 -			1,341.76
Air Can 0142158303355					1,341.76
Air Can 0142158661150					
Air Canada					

Total non-reimbursable expenses (CAD) 3,736.20

Reimbursable Expenses

Expense Type	Date		Foreign Amount	Tax Amount	Amount
11) Taxi	08/03/2016	1524 - 11050 - 0130 - 4010 - 15 - - 3003 - 8500 - 0130 - 0000 - 10006 - 82 - - -		CA*G ... 0.77	19.23
					20.00

Expense Type	Date		Foreign Amount	Tax Amount		Amount
16) Commercial Accommodation Ramada Hotels and Resorts	08/02/2016	1524 - 11050 - 0130 - 4010 - 15 - - 3003 - 8500 - 0130 - 0000 - 10006 - 82 - - -		CA*G ...	7.15	178.67 185.82
16) Commercial Accommodation Sheraton Hotels Corporation	09/02/2016	1524 - 11050 - 0130 - 4010 - 15 - - 3003 - 8500 - 0130 - 0000 - 10006 - 82 - - -		CA*G ...	7.36	184.12 191.48
2) Allowance: Meals, Incidentals & Private Accommodation	11/02/2016	1524 - 11050 - 0130 - 4010 - 15 - - 3003 - 8500 - 0130 - 0000 - 10006 - 82 - - -		CA#G ...	5.02	100.33 105.35
	11/02/2016	1524 - 11050 - 0130 - 4010 - 15 - - 3003 - 8500 - 0130 - 0000 - 10006 - 82 - - -		CA#G ...	2.47	49.43 51.90
	11/02/2016	1524 - 11050 - 0130 - 4010 - 15 - - 3003 - 8500 - 0130 - 0000 - 10006 - 82 - - -		ON#HST	1.99	15.31 17.30
9) Parking	11/02/2016	1524 - 11050 - 0130 - 4010 - 15 - - 3003 - 8500 - 0130 - 0000 - 10006 - 82 - - -		CA*G ...	0.35	8.65 9.00

Total reimbursable expenses (CAD) 580.85

Tax Coding Summary

GST	Total Amount
8500 - 0130 - 0000 - 10006 - 82 - - -	23.12

HST	Total Amount
8500 - 0130 - 0000 - 10006 - 82 - - -	1.99

Financial Coding Summary

Financial Coding	Total Excl. Tax	Total Incl. Tax
1524 - 11050 - 0130 - 4010 - 15 - - 3003 -	4,291.94	4,317.05

Approval History

Date And Time	Approver	Approval Status	Comment
04/03/2016 10:48:17	Joelle Landry	Comments Submitted	Some meals were provided

Signatures

I have access to the Treasury Board Travel Policy (internal policy for separate employers) and accept the terms and conditions of travel that are in accordance with current policy.

Traveller Name *Jody Wilson-Raybould* **Submit Date** *04/03/2016*

Signature

Submitted on behalf of the Traveller.

Delegate Name *Joelle Landry* **Submit Date** *04/03/2016*

Signature

Certified pursuant to section 34 of the Financial Administration Act.

Approver Name *J Wilson-Raybould* **Approval Date** ______________________

Signature

Processor Name ______________________ **Processed Date** ______________________

Signature

Travel Request

Travel Request Name: SK Visit Feb 8-11 2016

Traveller Name:	*Jody Wilson-Raybould*	**Online TAN:**	*ANH199938*
TIN:	*A414708*	**Fiscal Year:**	*2015-2016*
Prepared By:	*Kathleen Sheridan*	**Travel Outside Default Division:**	*N*
Policy Module:	*M3D - Domestic - Overnight Stay*	**Blanket Travel Authority Applied:**	*Yes*
Trip Purpose:	*Core Mandate - Other*	**Vendor Code:**	*42152054*
Other Trip Purpose:		**N/A:**	
Alternative To Travel:	*Personal attendance required*	**N/A:**	
Travel Start Date:	*11/02/2016*	**N/A:**	
Travel End Date:	*11/02/2016*	**N/A:**	
Approval Status:	*Approved*	**N/A:**	
Primary Location:	*Regina*	**Event:**	
Secondary Location:			

Comments:

SK Visit Feb 8-11 2016

Travel Request Summary

Expense Summary	
Total non-reimbursable expenses:	2,236.76
Total reimbursable expenses:	1,030.20
	3,266.96

Advance Summary	
Travel advance:	0.00

Non-Reimbursable Expenses

Expense Type		Amount
Commercial Air (estimate direct from OBT) Air Canada	1524 - 11050 - 0130 - 4010 - 15 - - 3003 -	2,236.76
	Total non-reimbursable expenses	2,236.76

Reimbursable Expenses

Expense Type		Amount
11) Taxi	1524 - 11050 - 0130 - 4010 - 15 - - 3003 -	300.00

Expense Type		Amount
16) Commercial Accommodation	1524 - 11050 - 0130 - 4010 - 15 - - 3003 -	350.00
Sheraton Hotels Corporation		
2) Allowance: Meals, Incidentals & Private Accommodation	1524 - 11050 - 0130 - 4010 - 15 - - 3003 -	380.20
	Total reimbursable expenses	1,030.20

Financial Coding Summary

Financial Coding	Total Excl. Tax	Total Incl. Tax
1524 - 11050 - 0130 - 4010 - 15 - - 3003 -	3,266.96	3,266.96

Approval History

Date And Time	Approver	Approval Status	Comment
02/02/2016 12:05:21	Blanket Travel Authority	Approved	

Warning: POLICY BREACH

- No Overnight stay:
Booked on Internet/or on Own

Itinerary Details

PNR:	*RT7L6A*	**Traveller Type:**	*Minister*
Trip Status:	*Booked*	**Primary Trip Purpose:**	*Core Mandate - Other*

Total Itinerary Cost (CAD) 0.00

Signatures

I have access to the Treasury Board Travel Policy (internal policy for separate employers) and accept the terms and conditions of travel that are in accordance with current policy.

Traveller Name *Jody Wilson-Raybould* **Submit Date** *02/02/2016*

Signature

Submitted on behalf of the Traveller.

Delegate Name *Kathleen Sheridan* **Submit Date** *02/02/2016*

Signature

Certified pursuant to section 32 of the Financial Administration Act.

Approver Name Blanket **Approval Date** ____________

Signature

Expense Report Statement

Expense Report Name: SK Visit Feb 8-11 2016-1

Traveller Name: *Jody Wilson-Raybould*

TIN: *A414708*

Prepared By: *Kathleen Sheridan*

Policy Module: *M3D - Domestic - Overnight Stay*

Trip Purpose: *Core Mandate - Other*

Other Trip Purpose:

Travel Request Name: *SK Visit Feb 8-11 2016*

Travel Start Date: *11/02/2016*

Travel End Date: *11/02/2016*

Online TAN: *ANH199938*

Fiscal Year: *2015-2016*

Travel Outside Default Division: *N*

Vendor Code: *42152054*

Event:

ER Approval Status: *Approval Required*

Primary Location: *Regina*

Secondary Location:

Comments:

Meals.

Expense Report Summary

Expense Summary

Total allocated expenses :	**4,383.75**
(Minus) Total non-reimbursable expenses :	3,736.20
Total reimbursable expenses :	**647.55**
Total due traveller :	**647.55**

Non-Reimbursable Expenses

Expense Type	Date		Foreign Amount	Tax Amount	Amount
25) Transaction/Service Charges	03/02/2016	1524 - 11050 - 0130 - 4010 - 15 - - 3003 -			35.03
Hrg Anh199938 5.01					35.03
Hrg Anh199938 5.15					
Air Can 0142158661150					

Expense Type	Date		Foreign Amount	Tax Amount	Amount
25) Transaction/Service Charges	11/02/2016	1524 - 11050 - 0130 - 4010 - 15 - - 3003 -			66.15
Hrg Anh199938 5.01					66.15
Hrg Anh199938 5.15					
Air Can 0142158661150					
25) Transaction/Service Charges	10/02/2016	1524 - 11050 - 0130 - 4010 - 15 - - 3003 -			56.50
Hrg Anh199938 5.01					56.50
Hrg Anh199938 5.15					
Air Can 0142158661150					
5) Commercial Air	02/02/2016	1524 - 11050 - 0130 - 4010 - 15 - - 3003 -			2,236.76
Air Can 0142158303355					2,236.76
Air Can 0142158661150					
Air Canada					
5) Commercial Air	10/02/2016	1524 - 11050 - 0130 - 4010 - 15 - - 3003 -			1,341.76
Air Can 0142158303355					1,341.76
Air Can 0142158661150					
Air Canada					

Total non-reimbursable expenses (CAD) 3,736.20

Reimbursable Expenses

Expense Type	Date		Foreign Amount	Tax Amount	Amount
11) Taxi	08/03/2016	1524 - 11050 - 0130 - 4010 - 15 - - 3003 - 8500 - 0130 - 0000 - 10006 - 82 - - -		CA*G ... 0.77	19.23
					20.00

Approval History

Date And Time	Approver	Approval Status	Comment
04/03/2016 10:48:17	Joelle Landry	Comments Submitted	Some meals were provided

Signatures

I have access to the Treasury Board Travel Policy (internal policy for separate employers) and accept the terms and conditions of travel that are in accordance with current policy.

Traveller Name *Jody Wilson-Raybould* **Submit Date** *04/03/2016*

Signature

Submitted on behalf of the Traveller.

Delegate Name *Joelle Landry* **Submit Date** *04/03/2016*

Signature

Certified pursuant to section 34 of the Financial Administration Act.

Approver Name *J Wilson-Raybould* **Approval Date** ____________________

Signature

Processor Name ____________________ **Processed Date** ____________________

Signature

Expense Type	Date		Foreign Amount	Tax Amount		Amount
16) Commercial Accommodation Ramada Hotels and Resorts	08/02/2016	1524 - 11050 - 0130 - 4010 - 15 - - 3003 - 8500 - 0130 - 0000 - 10006 - 82 - - -		CA*G ...	7.15	178.67 185.82
16) Commercial Accommodation Sheraton Hotels Corporation	09/02/2016	1524 - 11050 - 0130 - 4010 - 15 - - 3003 - 8500 - 0130 - 0000 - 10006 - 82 - - -		CA*G ...	7.36	184.12 191.48
2) Allowance: Meals, Incidentals & Private Accommodation	11/02/2016	1524 - 11050 - 0130 - 4010 - 15 - - 3003 - 8500 - 0130 - 0000 - 10006 - 82 - - -		CA#G ...	8.19	163.86 172.05
	11/02/2016	1524 - 11050 - 0130 - 4010 - 15 - - 3003 - 8500 - 0130 - 0000 - 10006 - 82 - - -		CA#G ...	2.47	49.43 51.90
	11/02/2016	1524 - 11050 - 0130 - 4010 - 15 - - 3003 - 8500 - 0130 - 0000 - 10006 - 82 - - -		ON#HST	1.99	15.31 17.30
9) Parking	11/02/2016	1524 - 11050 - 0130 - 4010 - 15 - - 3003 - 8500 - 0130 - 0000 - 10006 - 82 - - -		CA*G ...	0.35	8.65 9.00

Total reimbursable expenses (CAD) 647.55

Tax Coding Summary

GST	Total Amount
8500 - 0130 - 0000 - 10006 - 82 - - -	26.29

HST	Total Amount
8500 - 0130 - 0000 - 10006 - 82 - - -	1.99

Financial Coding Summary

Financial Coding	Total Excl. Tax	Total Incl. Tax
1524 - 11050 - 0130 - 4010 - 15 - - 3003 -	4,355.47	4,383.75

Travel Expenses

Traveler's Name JWR
Trip Purpose MMIW Inquiry
Destination Regina & Saskatoon
Departure date Feb. 8, 2016
Return date Feb 11, 2016
(Missing & Murdered Indeginous Women).

Departure time (from home/work) 12:00 pm
Are meals provided on flight/train — Yes (circled) / No

Multiple destination details
Are meals provided on flight/train — Yes / No

Arrival time (end of travel status) 10:00 am.
Are meals provided on flight/train — Yes / No

Allocation - Claimed Meals & Incidental

DATE	BREAKFAST	LUNCH	DINNER	INCIDENTALS
Feb. 8	—	flight	flight	✓
Feb. 9	—	—	✓	✓
Feb. 10	—	—	✓	✓
Feb 11	✓	—	—	✓

Additional comments

PLEASE ATTACH RECEIPTS	Provided
Accommodation	✓
Taxies	✓
Other	

Regina Ramada Plaza (Feb 8) / Sheraton Saskatoon (Feb 9)
Feb 8 Airport to Hotel

Completed by: [signature]
Date: March 3, 2016

s.19(1)

STS SVP
Shared Travel Services | Services de voyage partagés

HRG

E-Ticket Itinerary Receipt and Invoice

10 February 2016

THANK YOU FOR BOOKING WITH THE HOGG ROBINSON GROUP (HRG) GOVERNMENT OF CANADA TRAVEL SERVICES. THIS DOCUMENTATION CONFIRMS YOUR TRAVEL ARRANGEMENTS.

THE INFORMATION CONTAINED IN THIS DOCUMENT IS PROVIDED BY HRG NORTH AMERICA VIA TRAVELPORT AND OTHER THIRD-PARTY VENDORS. AS SUCH, SOME CONTENT IS AVAILABLE IN ENGLISH ONLY.

PLEASE REVIEW TO ENSURE THAT ALL INFORMATION IS CORRECT.

TRAVELLERS ARE RESPONSIBLE FOR VERIFYING THEIR TRAVEL DOCUMENTS UPON RECEIPT.

ACCEPTANCE OF YOUR ITINERARY CONSTITUTES AGREEMENT WITH ITS CONTENTS.

ANY DISCREPANCY MUST BE REPORTED TO HRG NORTH AMERICA PRIOR TO 8PM EST THE SAME BUSINESS DAY.

HRG WILL NOT INCREASE THE PRICE AFTER TICKET ISSUANCE.

Itinerary details

Trip locator:	RT7L6A
Traveller:	JODY RT HON WILSONRAYBOULD

Account references

Traveller Category :	Non Public Servants
Travel Directive Module :	M3D - Domestic - Overnight stay
THCEE Trip Category :	Core Mandate
Trip Purpose :	Core Mandate - Other
TAN :	ANH199938
Fiscal Year :	2015-2016
Rationale for not using virtual presence :	Personal attendance required

Itinerary summary

Traffic	Date	From-to/location	Supplier	Times	Class/room	Status
✈	10 Feb 2016	YXE - YYZ	AC1126	20:15-00:31	Economy	Booked
✈	11 Feb 2016	YYZ - YOW	AC442	08:10-09:16	Economy	Booked
✈	11 Feb 2016	YOW - YYZ	AC459	16:00-17:20	Economy	Booked
✈	11 Feb 2016	YYZ - YVR	AC149	19:30-21:40	Economy	Booked

Frequent flyer cards:

Air Canada

Flight # AC1126

Booking reference: MRVQJM
Status: Booked

Departing:	Saskatoon, Saskatoon, Canada (YXE)
Date/time:	10 February 2016, 20:15
Arriving:	Pearson International, Toronto, Canada (YYZ), Terminal 1
Date/time:	11 February 2016, 00:31
Duration:	3h16m
Aircraft:	Airbus A319 Narrowbody Jet
Cabin class:	Economy (G)

Add to calendar

Air Canada
Flight # AC442
Booking reference: MRVQJM
Status: Booked

Departing:	Pearson International, Toronto, Canada (YYZ), Terminal 1
Date/time:	11 February 2016, 08:10
Arriving:	Ottawa Intl Airport, Ottawa, Canada (YOW)
Date/time:	11 February 2016, 09:16
Duration:	1h6m
Aircraft:	Airbus A319 Narrowbody Jet
Cabin class:	Economy (G)

Add to calendar

Air Canada
Flight # AC459
Booking reference: MRVQJM
Status: Booked

Departing:	Ottawa Intl Airport, Ottawa, Canada (YOW)
Date/time:	11 February 2016, 16:00
Arriving:	Pearson International, Toronto, Canada (YYZ), Terminal 1
Date/time:	11 February 2016, 17:20
Duration:	1h20m
Aircraft:	Airbus A320-100/200 Narrowbody Jet
Cabin class:	Economy (Y)

Add to calendar

Air Canada
Flight # AC149
Booking reference: MRVQJM
Status: Booked

Departing:	Pearson International, Toronto, Canada (YYZ), Terminal 1
Date/time:	11 February 2016, 19:30
Arriving:	Vancouver Intl Airport, Vancouver, Canada (YVR), Terminal M
Date/time:	11 February 2016, 21:40
Duration:	5h10m
Aircraft:	BOEING 787-8 Widebody Jet
Cabin class:	Economy (Y)

Add to calendar

Fare details

Fare accepted:	50.00 CAD
Taxes and fees:	0.00 XG / 6.50 RC / 0.00 XQ / 0.00 XT ← #2
Total amount:	56.50 CAD
Fare routing:	YXE - YYZ YYZ - YOW YOW - YYZ YYZ - YVR

GENERAL INFORMATION
****
VENDOR TICKET NUMBER-2158303355
VENDOR TICKET NUMBER-2158303356
****
VENDOR NAME-AIR CANADA
VENDOR LOCATOR-MRVQJM
****
TOTAL ADDITIONAL COLLECTION FOR EXCHANGE IS 1341.76 ← #1
****
VENDOR TICKET NUMBER-2158661150
****
TOTAL ADDITIONAL COLLECTION FOR EXCHANGE IS 0.00

GST REGISTRATION NO. R136445095 QST REGISTRATION NO. TVQ M1015857826

GST is represented by tax code XG; HST is represented by tax code RC; QST is represented by tax code XQ.

FOR ASSISTANCE OR IN TRANSIT EMERGENCY SERVICE PLEASE CONTACT HRG ANYTIME AT 1-866-857-3578 WITHIN NORTH AMERICA OR FROM OUTSIDE CANADA / USA; CALL COLLECT AT 1-613-822-3873.

FOR CREDIT CARD SUPPORT DUE TO LOST OR STOLEN CARDS PLEASE USE PHONE NUMBER ABOVE; SELECT

s.19(1)

STS✦SVP
Shared Travel Services / Services de voyage partagés

HRG

E-Ticket Itinerary Receipt and Invoice

02 February 2016

THANK YOU FOR BOOKING WITH THE HOGG ROBINSON GROUP (HRG) GOVERNMENT OF CANADA TRAVEL SERVICES. THIS DOCUMENTATION CONFIRMS YOUR TRAVEL ARRANGEMENTS.

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ACCEPTANCE OF YOUR ITINERARY CONSTITUTES AGREEMENT WITH ITS CONTENTS.

ANY DISCREPANCY MUST BE REPORTED TO HRG NORTH AMERICA PRIOR TO 8PM EST THE SAME BUSINESS DAY.

HRG WILL NOT INCREASE THE PRICE AFTER TICKET ISSUANCE.

Itinerary details

Trip locator:	RT7L6A
Traveller:	JODY RT HON WILSONRAYBOULD

Account references

Traveller Category :	Non Public Servants
Travel Directive Module :	M3D - Domestic - Overnight stay
THCEE Trip Category :	Core Mandate
Trip Purpose :	Core Mandate - Other
TAN :	ANH199938
Fiscal Year :	2015-2016
Rationale for not using virtual presence :	Personal attendance required

Itinerary summary

Traffic	Date	From-to/location	Supplier	Times	Class/room	Status
✈	08 Feb 2016	YOW - YYZ	AC455	14:00-15:20	Business	Booked
✈	08 Feb 2016	YYZ - YQR	AC1117	16:30-18:54	Business	Booked
✈	11 Feb 2016	YXE - YYC	AC8587	14:30-14:52	Economy	Booked
✈	11 Feb 2016	YYC - YVR	AC221	16:10-16:48	Business	Booked

Frequent flyer cards:

Air Canada

Flight # AC455

Status: Booked

Departing:	Ottawa Intl Airport, Ottawa, Canada (YOW)
Date/time:	08 February 2016, 14:00
Arriving:	Pearson International, Toronto, Canada (YYZ), Terminal 1
Date/time:	08 February 2016, 15:20
Duration:	1h20m
Aircraft:	EMBRAER 190 Narrowbody Jet
Cabin class:	Business (Z)

Add to calendar

Air Canada
Flight # AC1117

Status: Booked

Departing:	Pearson International, Toronto, Canada (YYZ), Terminal 1
Date/time:	08 February 2016, 16:30
Arriving:	Regina, Regina, Canada (YQR)
Date/time:	08 February 2016, 18:54
Duration:	3h24m
Aircraft:	Airbus A320-100/200 Narrowbody Jet
Cabin class:	Business (Z)

Add to calendar

Air Canada
Operated By: Air Canada Express - Jazz
Flight # AC8587

Status: Booked

Departing:	Saskatoon, Saskatoon, Canada (YXE)
Date/time:	11 February 2016, 14:30
Arriving:	Calgary Intl Airport, Calgary, Canada (YYC)
Date/time:	11 February 2016, 14:52
Duration:	1h22m
Aircraft:	De Havilland DHC-8 400 Narrowbody Turboprop
Cabin class:	Economy (M)

Add to calendar

Air Canada
Flight # AC221

Status: Booked

Departing:	Calgary Intl Airport, Calgary, Canada (YYC)
Date/time:	11 February 2016, 16:10
Arriving:	Vancouver Intl Airport, Vancouver, Canada (YVR), Terminal M
Date/time:	11 February 2016, 16:48
Duration:	1h38m
Aircraft:	EMBRAER 190 Narrowbody Jet
Cabin class:	Business (P)

Add to calendar

Fare details

Fare accepted:	1873.60 CAD
Taxes and fees:	1.00 XG / 254.91 RC / 0.00 XQ / 107.25 XT
Total amount:	2236.76 CAD
Fare routing:	YXE - YYC

Fare details

Fare accepted:	1873.60 CAD
Taxes and fees:	1.00 XG / 254.91 RC / 0.00 XQ / 107.25 XT
Total amount:	2236.76 CAD ✓ # 4
Fare routing:	YOW - YYZ
	YYZ - YQR
	YXE - YYC
	YYC - YVR

Service Fees

Fee 1 Base:	31.00 CAD
Fee 1 Taxes:	4.03 CAD HST
Fee 1 Total:	35.03 CAD ✓ # 3

s.19(1)

STS SVP
Shared Travel Services — Services de voyage partagés

HRG

E-Ticket Itinerary Receipt and Invoice

10 February 2016

THANK YOU FOR BOOKING WITH THE HOGG ROBINSON GROUP (HRG) GOVERNMENT OF CANADA TRAVEL SERVICES. THIS DOCUMENTATION CONFIRMS YOUR TRAVEL ARRANGEMENTS.

THE INFORMATION CONTAINED IN THIS DOCUMENT IS PROVIDED BY HRG NORTH AMERICA VIA TRAVELPORT AND OTHER THIRD-PARTY VENDORS. AS SUCH, SOME CONTENT IS AVAILABLE IN ENGLISH ONLY.

PLEASE REVIEW TO ENSURE THAT ALL INFORMATION IS CORRECT.

TRAVELLERS ARE RESPONSIBLE FOR VERIFYING THEIR TRAVEL DOCUMENTS UPON RECEIPT.

ACCEPTANCE OF YOUR ITINERARY CONSTITUTES AGREEMENT WITH ITS CONTENTS.

ANY DISCREPANCY MUST BE REPORTED TO HRG NORTH AMERICA PRIOR TO 8PM EST THE SAME BUSINESS DAY.

HRG WILL NOT INCREASE THE PRICE AFTER TICKET ISSUANCE.

Itinerary details

Trip locator:	RT7L6A
Traveller:	JODY RT HON WILSONRAYBOULD

Account references

Traveller Category :	Non Public Servants
Travel Directive Module :	M3D - Domestic - Overnight stay
THCEE Trip Category :	Core Mandate
Trip Purpose :	Core Mandate - Other
TAN :	ANH199938
Fiscal Year :	2015-2016
Rationale for not using virtual presence :	Personal attendance required

Itinerary summary

Traffic	Date	From-to/location	Supplier	Times	Class/room	Status
✈	10 Feb 2016	YXE - YYZ	AC1126	20:15-00:31	Economy	Booked
✈	11 Feb 2016	YYZ - YOW	AC442	08:10-09:16	Economy	Booked
✈	11 Feb 2016	YOW - YYZ	AC459	16:00-17:20	Economy	Booked
✈	11 Feb 2016	YYZ - YVR	AC149	19:30-21:40	Economy	Booked

Frequent flyer cards:

Air Canada
Flight # AC1126

Booking reference: MRVQJM
Status: Booked

Departing:	Saskatoon, Saskatoon, Canada (YXE)
Date/time:	10 February 2016, 20:15
Arriving:	Pearson International, Toronto, Canada (YYZ), Terminal 1
Date/time:	11 February 2016, 00:31
Duration:	3h16m
Aircraft:	Airbus A319 Narrowbody Jet
Cabin class:	Economy (G)

Add to calendar

Air Canada
Flight # AC442

Booking reference: MRVQJM
Status: Booked

Departing:	Pearson International, Toronto, Canada (YYZ), Terminal 1
Date/time:	11 February 2016, 08:10
Arriving:	Ottawa Intl Airport, Ottawa, Canada (YOW)
Date/time:	11 February 2016, 09:16
Duration:	1h6m
Aircraft:	Airbus A319 Narrowbody Jet
Cabin class:	Economy (G)

Add to calendar

Air Canada
Flight # AC459

Booking reference: MRVQJM
Status: Booked

Departing:	Ottawa Intl Airport, Ottawa, Canada (YOW)
Date/time:	11 February 2016, 16:00
Arriving:	Pearson International, Toronto, Canada (YYZ), Terminal 1
Date/time:	11 February 2016, 17:20
Duration:	1h20m
Aircraft:	Airbus A320-100/200 Narrowbody Jet
Cabin class:	Economy (Y)

Add to calendar

Air Canada
Flight # AC149

Booking reference: MRVQJM
Status: Booked

Departing:	Pearson International, Toronto, Canada (YYZ), Terminal 1
Date/time:	11 February 2016, 19:30
Arriving:	Vancouver Intl Airport, Vancouver, Canada (YVR), Terminal M
Date/time:	11 February 2016, 21:40
Duration:	5h10m
Aircraft:	BOEING 787-8 Widebody Jet
Cabin class:	Economy (Y)

Add to calendar

Fare details

Fare accepted:	1341.76 CAD
Taxes and fees:	0.00 XG / 0.00 RC / 0.00 XQ / 0.00 XT
Total amount:	1341.76 CAD
Fare routing:	YXE - YYZ YYZ - YOW YOW - YYZ YYZ - YVR

Service Fees

Fee 1 Base:	63.00 CAD
Fee 1 Taxes:	3.15 CAD GST
Fee 1 Total:	66.15 CAD

#5

GENERAL INFORMATION
****
VENDOR TICKET NUMBER-2158303355
VENDOR TICKET NUMBER-2158303356
****
VENDOR NAME-AIR CANADA
VENDOR LOCATOR-MRVQJM
****
TOTAL ADDITIONAL COLLECTION FOR EXCHANGE IS 1341.76
****
VENDOR TICKET NUMBER-2158661150
****

GST REGISTRATION NO. R136445095 QST REGISTRATION NO. TVQ M1015857826

(8)

s.19(1)

SHERATON CAVALIER HOTEL
612 Spadina Crescent East
Saskatoon, SK S7K 3G9
Canada
Tel: D 306-652-6770 Fax: F 306-244-1739

Sheraton
Cavalier Saskatoon
HOTEL

Jody Wilson

Page Number	:	1
Guest Number	:	1127023
Folio ID	:	A
Arrive Date	:	09-FEB-16 19:40
Depart Date	:	10-FEB-16 16:00
No. Of Guest	:	1
Room Number	:	538
Club Account	:	

Tax ID : R100846435
Sheraton Cavalier 10-FEB-16 17:29

Date	Reference	Description	Charges/Credits (CAD)
09-FEB-16	RT538	Room Charge - TC	169 00
09-FEB-16	RT538	Destination Mktg Program	5.58
09-FEB-16	RT538	Provincial Sales Tax	8.45
09-FEB-16	RT538	Goods And Service Tax	8.45
10-FEB-16	AX	American Express	-191.48

For Authorization Purpose Only

Date	Code	Authorized
09-FEB-16	105784	439 4

** Total Charges	191.48
** Total Credits	-191.48
*** Balance	0.00

Continued on the next page

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INSERT THIS END UP

RO AL CENTRE
VA COUVER BC
RECEI T A1
IN: 1 /02/16 15:13
OUT:1 /02/16 16:13
PARK- UR: 0:01:00
PAID: $ 9.00
AMEX
XXXXX
REF. 84
GST N . R100230770

Imperial Parking Canada Corporation
Impark

DATE: 8 Feb 2016 AMOUNT: GST included

FROM:

TO:

CAR NO.: DRIVER: atchewan

Thank You For Using Capital Cabs 2000

GENERAL INFORMATION
****

VENDOR TICKET NUMBER-2158303355
VENDOR TICKET NUMBER-2158303356
****

VENDOR NAME-AIR CANADA
VENDOR LOCATOR-MRVQJM
****

GST REGISTRATION NO. R136445095 QST REGISTRATION NO. TVQ M1015857826

GST is represented by tax code XG; HST is represented by tax code RC; QST is represented by tax code XQ.

FOR ASSISTANCE OR IN TRANSIT EMERGENCY SERVICE PLEASE CONTACT HRG ANYTIME AT 1-866-857-3578 WITHIN NORTH AMERICA OR FROM OUTSIDE CANADA / USA; CALL COLLECT AT 1-613-822-3873.

FOR CREDIT CARD SUPPORT DUE TO LOST OR STOLEN CARDS PLEASE USE PHONE NUMBER ABOVE; SELECT OPTION 4 IMPORTANT; THE NAME ON THE IDENTIFICATION MUST MATCH THE NAME ON THE RESERVATION; BOARDING PASS.

FOR FLIGHTS WITHIN CANADA ALL PASSENGERS MUST PRESENT ONE PIECE OF VALID GOVERNMENT ISSUED PHOTO IDENTIFICATION THAT INCLUDES NAME / DATE OF BIRTH AND GENDER.

FOR FLIGHTS TO/FROM THE UNITED STATES ALL PASSENGERS ARE REQUIRED TO PRESENT A VALID PASSPORT.

CITIZENS OF COUNTRIES OTHER THAN CANADA AND THE UNITED STATES SHOULD CONTACT THEIR CONSULATE OR EMBASSY FOR BOARDING REQUIREMENTS OR CONSULT HRG GOVERNMENT TRAVEL SERVICE.

PROOF OF ONWARD OR RETURN TRAVEL MAY BE REQUIRED AT CHECK-IN.

PASSPORT AND VISA REQUIREMENTS:

PLEASE ENSURE PASSPORT IS VALID FOR 6 MONTHS BEYOND EXPECTED RETURN DATE.

ALL CHILDREN REGARDLESS OF AGE MUST HAVE THEIR OWN PASSPORT

CITIZENS OF COUNTRIES OTHER THAN CANADA AND THE UNITED STATES SHOULD CONTACT THE CONSULATE OR EMBASSY FOR PASSPORT AND VISA REQUIREMENTS OR CONSULT HRG GOVERNMENT TRAVEL SERVICE.

CHECK-IN:

* PLEASE ALLOW 2HRS FOR DOMESTIC (CANADA); TRANSBORDER (USA) CHECK-IN

* ALLOW 3HRS FOR ALL INTERNATIONAL CHECK-IN

THE AIRLINES RESERVE THE RIGHT TO DENY BOARDING IF MINIMUM CHECK-IN TIMES ARE NOT MET

FLIGHT TIMES ARE SUBJECT TO CHANGE; PLEASE RE-CONFIRM FLIGHT TIMES PRIOR TO DEPARTURE.

IF YOU ARE TRAVELLING TO AN INTERNATIONAL DESTINATION, PLEASE RECONFIRM YOUR RESERVATIONS 72 HOURS PRIOR TO DEPARTURE DIRECTLY WITH THE AIR CARRIER.

FOR FREE BAGGAGE ALLOWANCE AND/OR APPLICABLE FEES FOR CARRY-ON//CHECKED BAGGAGE RELATED TO YOUR FLIGHT - PLEASE VERIFY THE CARRIERS WEBSITE.

ACCOMMODATIONS:

PLEASE VERIFY THE RATE AT CHECK-IN AS LOCAL MARKET CONDITIONS MAY DICTATE A LOWER RATE.

THE SUPPLIERS PROVIDING SERVICES FOR YOUR RESERVATION MAY HAVE IMPOSED RESTRICTIONS CONCERNING THE ABILITY TO CHANGE OR MODIFY YOUR RESERVATION. THE DETAILS OF THESE RESTRICTIONS WERE PROVIDED EITHER TO YOU OR TO THE PERSON MAKING THE RESERVATION ON YOUR BEHALF. DURING THE ONLINE RESERVATION PROCESS THESE RESTRICTIONS WERE ACCEPTED PRIOR TO SUBMITTING YOUR RESERVATION FOR PURCHASE. SHOULD YOU HAVE ANY QUESTIONS OR CONCERNS, PLEASE CONTACT AN HRG NORTH AMERICA TRAVEL COUNSELLOR.

NO-SHOWS:

NO-SHOWS ARE NOT PERMITTED AND RESULT IN THE FORFEIT OF THE FULL AMOUNT OF THE FARE AT DEPARTURE TIME; PLEASE NOTE THAT NO-SHOWS AT ORIGINAL POINT OF DEPARTURE WILL ALSO RESULT IN CANCELLATION OF THE REMAINDER OF THE FLIGHTS.

CHANGES OR CANCELLATIONS MUST BE MADE PRIOR TO SCHEDULED TRAVEL DATE AND; FLIGHT TIME TO PREVENT NO SHOWS AND AVOID FORFEIT OF VALUE OF TICKET.

PLEASE NOTE THAT FARES MAY BE SUBJECT TO CHANGE AND ARE GUARANTEED ONLY ONCE TICKETED.

Travel Industry regulations require the travel agency to advise the customer about the availability of optional trip cancellation insurance and optional out of province health insurance. Individuals may contact the travel insurance provider of their choice to obtain a personal quote. TICO NO. 1355825

HRG North America, 370 King St. W., Suite 700, Toronto ON M5V 1J9, 1-866-857-3578

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SHERATON CAVALIER HOTEL
612 Spadina Crescent East
Saskatoon, SK S7K 3G9
Canada
Tel: D 306-652-6770 Fax: F 306-244-1739

Sheraton Cavalier Saskatoon

Jody Wilson

Page Number	:	2	
Guest Number	:	1127023	
Folio ID	:	A	
Arrive Date	:	09-FEB-16	19:40
Depart Date	:	10-FEB-16	16:00
No. Of Guest	:	1	
Room Number	:	538	
Club Account	:		

	Amount (CAD)
GST Room Revenue	8.45
GST Food and Beverage	0.00
GST Telephone	0.00
	0.00
GST Total Revenue	8.45

Tell us about your stay. www.sheraton.com/reviews

EXPENSE SUMMARY REPORT

Currency: CAD

Date	Room & Tax	Food & Bev	Telephone	Misc Chgs	Other	Total	Payment
02-09-2016	185.90	0.00	0.00	0.00	5.58	191.48	0.00
02-10-2016	0.00	0.00	0.00	0.00	0.00	0.00	-191.48
Total	185.90	0.00	0.00	0.00	5.58	191.48	-191.48

9

s.19(1)

RAMADA
PLAZA

Ramada Plaza Regina
1818 Victoria Avenue
Regina, Saskatchewan S4P 0R1
Tel: (306) 569-1666 Fax: (306) 352-6339

02-09-16

Jody Wilson-Raybould
284 Wellington St
Ottawa ON K1A0H8
Canada

Folio No.	:		Room No. :	**1423**
A/R Number	:		Arrival :	**02-08-16**
Group Code	:	**CGIAN2**	Departure :	**02-09-16**
Company	:	**Indigenous & Northern Affairs Ca**	Conf. No. :	**17515134**
Wyndham Rewards	:		PO No. :	
Invoice No.	:		Page No. :	**1 of 1**

Date	Description	Charges	Credits
02-08-16	Room Charge	164.00	
02-08-16	Destination Marketing Fee- 3%	4.92	
02-08-16	Government Sales Tax- 5%	8.45	
02-08-16	Provincial Sales Tax- 5%	8.45	
02-08-16	American Express		185.82
	Total	**185.82**	**185.82**
	Balance	**0.00**	

Wyndham Rewards members earn valuable points on qualifying stays at nearly 7,000 hotels around the world. If you are not already a member, join the next time you check-in, visit us at www.wyndhamrewards.com or call 1-866-996-7937.

GST Reg# R139859045

Guest Signature: ______________________

Please contact the Manager about any issues with your stay. Ramada or affiliates may contact you about goods and services unless you call 877-227-3557 or write to Wyndham Worldwide Hotels, Inc. 1 Sylvan Way, Parsippany, NJ 07054 to opt out. View our Ramada Worldwide website about privacy.

Thank you for staying with us.
It was our pleasure to serve you.

1619021774
+1619021772

Department of Justice Canada | Ministère de la Justice Canada

HOSPITALITY CLAIM
DEMANDE DE REMBOURSEMENT DE DÉPENSES D'ACCUEIL

Function - L'évènement	Date of Function / Date de l'évènement (Y-A M D-J)	Place(s) of Function - Lieu(x) de l'évènement
All day Interviews	2016 02 12	284 Wellington Street EMB-4140

Date	Type	Participants: Gov't of Canada / Gouv. du Canada	Participants: Others / Autres	Actual Cost - Coût réel: Total Attendees / Total des prticipants	Actual Cost - Coût réel: Per Capita Cost / Coût individuel	A Total Cost / Coût total
2016/02/12	Water	5		5	$2.99	$14.92
2016/02/12	Lunch	5		5	$31.02	$155.09
				Totals / Totaux	$34.01	$170.01

Date	Type (Other than food & beverage) / Type (Autres que nourriture et boissons)	Number of Items / Nombre d'articles	Cost per Item / Coût par article	B Total Cost / Coût total	A+B Total Hospitality Cost / Coût total de l'accueil
					$170.01

Remarks - Remarques

Payee Name - Nom du bénéficiaire						Vendor Code - Code fournisseur	
Delika Café Inc						106591	
Commitment No. / N° d'engagement	**Cost Center / Centre de coût**	**Fund - Fonds**	**Functional Area / Domaine fonctionnel**	**Order - Ordre**	**GL - Compte général (2015 / 2401)**	**Amount including Tax / Montant incluant taxe**	**GST / HST / TPS / TVH**
300250588-1	12000	15	4010		2401	14.92	1.72

Payee Name - Nom du bénéficiaire						Vendor Code - Code fournisseur	
Goodies fine catering						106941	
Commitment No. / N° d'engagement	**Cost Center / Centre de coût**	**Fund - Fonds**	**Functional Area / Domaine fonctionnel**	**Order - Ordre**	**GL - Compte général (2015 / 2401)**	**Amount including Tax / Montant incluant taxe**	**GST / HST / TPS / TVH**
300250588-1	12000	15	4010		2401	$155.09	$17.84

Prepared by (*Type or print*) - Préparé par (*Dactylographier ou en caractères d'imprimerie*)	Tel. No. - N° de tél.	Date
Sylvie Crispin	(613) 482-9811	2016/02/17

Certified pursuant to Section 34 of the *Financial Administration Act*. Certifié en vertu de l'article 34 de la *Loi sur la gestion des finances publiques*.

Title - Titre

for Marie-Josée Thivierge - Assistant Deputy Minister - CFO

Signature: [signature] Date: Feb 25, 2016

JUS 145-2 (2011/11)

Department of Justice Canada
Ministère de la Justice Canada

CCM #: 2016-004147

APPROVAL SLIP

HOSPITALITY CLAIM

For approval by:	Marie-Josée Thivierge, ADM-CFO
Event:	All day interviews
Sector:	Deputy Minister's Office
Host:	William Pentney
Hospitality Amount:	170.01 $
Event Amount:	170.01 $
Vendor(s) / Claimant(s):	DelikatCafé Inc
	Goodies Fine Catering
Date(s) of the Event:	February 12, 2016

RECOMMENDATION FOR: Marie-Josée Thivierge, ADM-CFO

Your approval under Section 34 of the *Financial Administration Act* is required for this invoice.

William Pentney, attended

CONSIDERATIONS:

1. The actual per capita costs for the lunch is below the TBS standard cost per person.
2.The Honourable Peter MacKay, Minister, approved the Expenditure Initiation and Section 32 of the *FAA* in the THCEE.
3. There is no agenda for this event.

RECOMMENDED BY:	SIGNATURE	DATE
Carla Garcia *Chief, Accounting Operations and Client Services*	[signature]	Feb 24 '16
Karoline Poiré *Manager, Accounting Operations and Client Services*	[signature]	Feb 24-2016
Éric Trépanier *Director General, Deputy Chief Financial Officer*	[signature]	Feb 29, 2016

for

Department of Justice Canada / Ministère de la Justice Canada

Fiscal Year / Année financière: 2015-2016

HOSPITALITY CLAIM PAYMENT VOUCHER / BORDEREAU DE PAIEMENT POUR UNE DEMANDE DE REMBOURSEMENT POUR DÉPENSES D'ACCUEIL

For approval by / Pour approbation par	Marie-Josée Thivierge, ADM-CFO	Vendor(s) name / Nom du (des) fournisseur(s)	Delika Café Inc Goodies Fine Catering	
Event / Événement	All day interviews			
Sector / Secteur	Deputy Minister's Office			
Host / Hôte	William Pentney	Total hospitality cost / Coût total de l'accueil		$ 170.01
Event location(s) / Lieu(x) de l'événement	EMB 4140	Other costs / Autres coûts		$ -
Date(s) of the event / Date(s) de l'événement	Friday, February 12, 2016	Total cost of the event / Coût total de l'événement		$ 170.01

	MEALS / REPAS	NUMBER OF PARTICIPANTS / NOMBRE DE PARTICIPANTS				TBS LIMITS / LIMITES DU SCT		COST / COÛT PER CAPITA	TOTAL COST / COÛT TOTAL (incl. taxes & gratuities / incl. taxes et pourboire)	
		Approved / Autorisé		Actual / Réel						
Date	Item Detail / Élément détaillé Please detail the refreshment (ex: coffee, tea, muffins, etc.) / Veuillez détailler les rafraîchissement (ex: café, thé, biscuits, etc.)	Public servant(s) Fonctionnaire(s)	Non-public servant(s) / Non fonctionnaire(s)	Public servant(s) Fonctionnaire(s)	Non-public servant(s) / Non fonctionnaire(s)	Average Moyenne	Maximum	Actual Réel	Approved Autorisé	Actual Réel
2/12/2016	Refreshments - Water	-	-	5	-	8.28	12.42	2.98	-	14.92
2/12/2016	Lunch	-	-	5	-	33.60	50.40	31.02		155.09
							-	-		
							-	-		
							-	-		
							-	-		
							-	-		
							-	-		
							-	-		
							-	-		
							-	-		

Due to the formatting of some of the cells, the amounts are rounded to the second decimal.
Compte tenu du formatage, les montants sont arrondis à la deuxième décimale.

	Approved	Actual
Total hospitality cost / Coût total de l'accueil	-	170.01
Other costs / Autres coûts	-	-
Total cost of the event / Coût total de l'événement		170.01

Comments / Commentaires

1. The actual per capita costs for the lunch is below the TBS standard cost per person.
2. The Honourable Peter MacKay, Minister, approved the Expenditure Initiation and Section 32 of the *FAA* in the THCEE.
3. There is no agenda for this event.

Prepared by / Préparé par: Samantha Allard Name (type or print) / Nom (lettres moulées ou caractères d'imprimerie)	Signature: [signature]	23-Feb-16 Date (D-J / M / Y-A)
Account verified by Finance / Compte vérifié par Finances: Samantha Allard Name (type or print) / Nom (lettres moulées ou caractères d'imprimerie)	Signature: [signature]	23-Feb-16 Date (D-J / M / Y-A)

All day Interviews

Friday, February 12, 2016 – Room EMB 4140, 284 Wellington Street

Selection Committee

John Ossowski – Deputy Commissioner, Canada Revenue Agency

Helena Borges – Associate Deputy Minister, Transport Canada

William Pentney – Deputy Minister, Justice Canada

Pierre Legault – Associate Deputy Minister, Justice Canada

Lise Bourgeois – Senior Human Resources Advisor, Justice Canada

DELIKAT cafe

Ghazi Siouti
613-235-7232

Delikat Cafe Inc.
277 Sparks St.
Ottawa, Ont. K1R 7X9

Delicious Breakfast, Lunch & Specialty Coffees

GST Number – 837222363RT
JUSTICE Vendor No. 106591

DATE: February 12, 2016

DELIVERED TO:

DATE: February 12, 2016 TIME: 9:36

NAME: MICHELLE DIOTTE - JUSTICE CANADA

ADDRESS: 284 WELLINGTON, OTTAWA K1A 0H8 ROOM: 4181

TEL. NO.: 613 954-1200

QUANTITY	DESCRIPTION	PRICE UNIT	AMOUNT
10	Bottle Water	1.32	13.20

SPECIAL INSTRUCTIONS

H.ST

Thanks
Merci

SUB TOTAL	
GST	1.72
(JUS EXEMPTED) PST	
TOTAL	$ 14.92

reçu le 12-02-2016
DV

000487

Goodies
fine catering - fin traiteur
51 Marier Avenue
Ottawa, ON K1L 5S2

Date	Invoice
2/12/2016	29202

Customer
MINISTER OF JUSTICE ATTN: Sonia Rousselle 613-941-4072

Location
284 WELLINGTON 4TH FLOOR MINISTERS OFFICE

Services	Qty	Rate	Amount
SANDWICH BUFFET, CELERY APPLE SALAD, MEDLEY OF LETTUCES, FRESH SLICED FRUIT, APPLE PASTRIES	5	17.95	89.75
COFFEE, TEA, WATER	15	1.50	22.50
DELIVERY	1	25.00	25.00
HSTon Sales		13.00%	17.84

HST No. 114910516

2%Interest per Month will be charged onoverdue Accounts

TOTAL	$155.09

Tel: 613·741·5643
Fax: 613·741·1552
www.goodiescatering.com

reçu le 12-2-2016

Phone: 741-5643
Fax: 741-1552

Goodies
fine catering
51 marier, vanier

Staff:

Dietary Restrictions:

We will provide:

Eco wares, serving utensils,
napkins

Special Instructions:

Sandwich Buffet
1½ sandwiches on Kaiser buns, tortilla wraps,
fresh butter croissant and pumpernickel buns,

Celery Apple Salad with Walnuts
Medley of lettuces with house Garlic Dressing

Sliced cheddar cheese
fresh sliced fruit
Apple pastries
$17.95pp

Coffee x 5
Tea x 5
Water x 5

Food charge	:
Delivery	: 25.00
Staff	:
Rentals	:
Gratuity	:
HST	:
GrandTotal	:
LessDeposit	:
Balance	:

Invoice#:

Client: Minister of Justice
Contact:

Sonia Rousselle
613-941-4072

Type:
Delivery

Location: 284 Wellington – Please use the Main entrance

Delivery Time: 11:30 am

Charge per guest:

of Guests: 5

Function Time:

DATE:
Friday February 12th, 2016

recu le 12-02-2016

s.19(1)

Rousselle, Sonia

From: Goodies Fine Catering Inc <sales@goodiescatering.com>
Sent: Tuesday, February 09, 2016 12:48 PM
To: Rousselle, Sonia
Subject: Lunch Friday February 12, 2016

Good afternoon Sonia,

As I speak French (Franglais) ☺, I cannot write it.

Please consider this email as confirmation of your order. Below are details of the order. Should anything be missing, please do not hesitate to contact me ☺

Delivery Address: 284 Wellington, Main Entrance
Delivery time: 11:30 am
We will provide: Eco wares, serving utensils

Menu:

Sandwich Buffet
1½ sandwiches on Kaiser buns, tortilla wraps,
fresh butter croissant and pumpernickel buns,

Celery Apple Salad with Walnuts
Medley of lettuces with house Garlic Dressing

Sliced cheddar cheese
fresh sliced fruit
Apple pastries
$17.95pp

Coffee x 5
Tea x 5
Water x 5

Food Cost: $89.75 (Sandwich Buffet for 5 guests)
Drinks: $22.50 (Assorted Drinks)
Delivery: $25.00
Subtotal: $137.25
HST: $17.84
Total: $155.09

Please let me know if there is anything else ☺

Have a great day!!

Catering Service Manager | Gérant service traîteur
Goodies Fine Catering

TAB #	Section 1: Activity Information (Mandatory) / Information sur les activités (obligatoire) — What? / Quoi? Name or brief description / Nom ou description brève	Why? (explain why it is required) / Pourquoi ? (expliquer la nécessité) — Purpose (objective) of Activity / But (objectif) de l'activité	Rationale for # of Participants / Rationale pour # de participants	Date — From / De	Date — To / À	Location / Emplacement — Venue, City / Lieu, ville	# of Participants / Nombre de participants — Public Servant / Fonctionnaires	# of Participants / Nombre de participants — Non-Public Servant / Non-fonctionnaires	Why not virtual presence? / Pourquoi ne pas utiliser la méthode virtuelle ?	Travel Category / Catégorie de voyage	Travel Type / Type de voyage	Estimated Expenditures / Estimation des dépenses — Total	Blanket Travel Authority and Annual Authority to Extend Hospitality / Autorisation générale de voyager et Autorisation pour des activités d'accueil annuelles (BTA and AAEH / AGV et AAAA) — Yes / Oui No / Non	BTA and AAEH — Estimated # of activities / # estimatif d'activités	BTA and AAEH — Maximum Cost for all Activities / Montant maximal pour toutes les activités	Section 3: Hospitality — Forecasted Expenditures / Dépenses prévues — Cost per Individual / Coût par individu	Section 3: Hospitality — Forecasted Expenditures / Dépenses prévues — Total Cost / Coût total	Section 4: Conferences — # of Participants / Nombre de participants — Public Servant / Fonctionnaires	Section 4: Conferences — # of Participants / Nombre de participants — Non-Public Servant / Non-fonctionnaires	Section 4: Conferences — Forecasted Expenditures / Dépenses prévues — Total Cost / Coût total	Section 5: Events - Other — Type of Expenditure / Catégorie de dépenses	Section 5: Events - Other — Forecasted Expenditures / Dépenses prévues — Total Cost / Coût total	Section 6: Summary / Sommaire — Total Forecasted Expenditures / Dépenses prévues total	Approved or Declined / Approuvé ou refusé (Initials)	Contact / Ressource — Name / Nom	Contact / Ressource — Phone # / # de téléphone
MIN 1	Hospitality through the FY 2015-2016 for various events/ meetings hosted by the DM.	Hospitality events include, Café-Entre Nous, holiday pancake breakfast and DM hosting meetings and other events.	Unknown number of participants at the present time for each event.	April 2015	March 2016	Ottawa, ON			Virtual presence is not an option.	Internal governance / Gouvernance interne	National Travel / Voyage national		Yes / Oui	Unknown	5,000		5,000						5,000.00	Approved - see Section 7	Suzanne Désormeaux	613-957-4998
MIN 2	Management Information Session (4 events /year)	Management Information Sessions provide a forum for the Deputy Minister and his Associates to engage and to share strategic information with members of the DoJ EX and LC communities. This also gives departmental leaders the opportunity to make informative presentations to their colleagues. There are up to four (4) of these per fiscal year.	All NCR and regional departmental LCs and EXs participate for a total of 292 (regions via webcast)	4 events in total - 1 activity per quarter (specific dates TBD)	TBD	Ottawa, ON							No / Non								Room rental, Audio-visual costs and Interpretation Services	48,000	48,000.00	Approved - see Section [illegible]	Karen Bron	613-299-7379

TAB #	Section 1: Activity Information (Mandatory) / Information sur les activités (obligatoire)																Section 3: [illegible]		Section 4: Conferences			Section 5: Events - Other		Section 6: Summary / Sommaire			
	What? / Quoi ?	Why? (explain why it is required) / Pourquoi ? (expliquer la nécessité)	Rationale for # of Participants / Rationale pour # de participants	Date		Location / Emplacement	# of Participants / Nombre de participants		Why not virtual presence? / Pourquoi ne pas utiliser la méthode virtuelle ?	Travel Category / Catégorie de voyage	Travel Type / Type de voyage	Estimated Expenditures / Estimation des dépenses	Blanket Travel Authority and Annual Authority to Extend Hospitality / Autorisation générale de voyager et Autorisation pour des activités d'accueil annuelles (BTA and AAEH / AGV et AAAA)			Forecasted Expenditures / Dépenses prévues		# of Participants / Nombre de participants		Forecasted Expenditures / Dépenses prévues	Type of Expenditure / Catégorie de dépenses	Forecasted Expenditures / Dépenses prévues	Total Forecasted Expenditures / Dépenses prévues total	[illegible]	Contact / Ressource	
	Name or brief description / Nom ou description brève	Purpose (objective) of Activity / But(objectif) de l'activité		From / De	To / À	Venue, City / Lieu, ville	Public Servant / Fonctionnaire	Non-Public Servant / Non-fonctionnaire				Total	Yes / Oui No / Non	Estimated # of activities / [illegible]	Maximum Cost for all activities / [illegible]	Cost per individual / Coût par [illegible]	Total Cost / Coût total	Public Servant / Fonctionnaire	Non-Public Servant / Non-fonctionnaire	Total Cost / Coût total		Total Cost / Coût total		[illegible]	Name / Nom	Phone # / # de téléphone
MD 7	FPT -Deputy Minister's meeting	FPT -Deputy Minister's meeting		2015-Jun-10	2015-Jun-12	Winnipeg, MB	7		Virtual presence is not an option.	Core mandate / Mandat de base	National Travel / Voyage national	8,400	No / Non			177.45 (59.15 per day) - lunch and 3 refresments	14,196						22,996.00		R. M. Guerra	613-946-6655

GRAN TOTAL $ 400,225.00

Section 8: Approvals / Approbations

Expenditure Initiation Authority and Certified pursuant to Section 32 of the *Financial Administration Act* /
Pouvoir d'engagement des dépenses et Certifié en vertu de l'Article 32 de la *Loi sur la gestion des finances publiques*

Name / Title	Initials	Date
Eric Trépanier / Director General and Deputy Chief Financial Officer		
Marie-Josée Thivierge / ADM Management Sector and CFO		
Pierre Legault / Associate Deputy Minister		MAR 0 9 2015
William F. Pentney / Deputy Minister		MAR 0 9 2015
Honourable Peter MacKay / Minister		MAR 3 1 2015

Department of Justice Canada | Ministère de la Justice Canada

HOSPITALITY CLAIM
DEMANDE DE REMBOURSEMENT DE DÉPENSES D'ACCUEIL

s.19(1)

Function - L'évènement	Date of Function / Date de l'évènement (Y-A M D-J)	Place(s) of Function - Lieu(x) de l'évènement
Lunch Meeting - US Consul General	2016 02 12	Vancouver - Biercraft Cambie

Date	Type	Participants: Gov't of Canada / Gouv. du Canada	Participants: Others / Autres	Actual Cost - Coût réel: Total Attendees / Total des prticipants	Actual Cost - Coût réel: Per Capita Cost / Coût individuel	A Total Cost / Coût total
2016/02/12	Lunch	2	1	3	$25.98	$77.93
				Totals / Totaux	$25.98	$77.93

Date	Type (Other than food & beverage) / Type (Autres que nourriture et boissons)	Number of Items / Nombre d'articles	Cost per Item / Coût par article	B Total Cost / Coût total	A+B Total Hospitality Cost / Coût total de l'accueil
					$77.93

Remarks - Remarques

Participants:
Hon. Jody Wilson-Raybould
US Consul General - [redacted]
[redacted]

Payee Name - Nom du bénéficiaire						Vendor Code - Code fournisseur	
[redacted]						78959403	
Commitment No. / N° d'engagement	Cost Center / Centre de coût	Fund - Fonds	Functional Area / Domaine fonctionnel	Order - Ordre	GL - Compte général (2015 / 2401)	Amount including Tax / Montant incluant taxe	GST / HST / TPS / TVH
300257463	11050	15	4010		2401	77.93	3.09

Payee Name - Nom du bénéficiaire						Vendor Code - Code fournisseur	
Commitment No. / N° d'engagement	Cost Center / Centre de coût	Fund - Fonds	Functional Area / Domaine fonctionnel	Order - Ordre	GL - Compte général (2015 / 2401)	Amount including Tax / Montant incluant taxe	GST / HST / TPS / TVH

Prepared by (*Type or print*) - Préparé par (*Dactylographier ou en caractères d'imprimerie*)	Tel. No. - N° de tél.	Date
Joelle Landry	941-6042	2016-03-04

Certified pursuant to Section 34 of the *Financial Administration Act*. Certifié en vertu de l'article 34 de la *Loi sur la gestion des finances publiques*.

Title - Titre

Minister Hon. Jody Wilson-Raybould

Signature: [signature] Date: March 8/16

JUS 145-2 (2011/11)

Department of Justice Canada | Ministère de la Justice Canada

PAYMENT VOUCHER — BORDEREAU DE PAIEMENT

Scanned Documents / Documents numérisés ☐

Final Payment / Paiement Final ☐

Original document kept in legal file / Document original conservé dans le dossier ☐

Region - Région: NCR

Organization - Organisation: Minister's Office

Payee name - Nom du bénéficiaire :

Address - Adresse :

Vendor code - Code fournisseur : s.19(1)

78959403

Date goods received or services rendered - Date de réception des produits ou services:

Date invoice received / Date de réception de la facture: March 8, 2016

CHEQUE STUB INFORMATION - INFORMATION SUR LE TALON DU CHÈQUE

Invoice number Numéro de la facture	Details Détails	Amount Montant
278447	Reimbursement - Lunch Meeting - US Consul General - Feb. 12, 2016	77.93

ACCOUNTING INFORMATION *(FOR ADDITIONAL LINES SEE PAGE 2)* - RENSEIGNEMENTS DE LA COMPTABILITÉ *(POUR DES LIGNES SUPPLÉMENTAIRES - VOIR PAGE 2)*

	GL Account Compte général	Net Amount Montant net	HST/GST TVH/TPS	QST/ TVQ	Cost center Centre de coût	Fund Fonds	Functional Area Domaine Fonctionnel	Order Ordre	Assignment Affectation	Description	Commitment PO Engagement Bon de commande	Line Item L. d'item
1	2101	74.84	3.09		11050	15	4010				300257463	1
2												
3												

	Net Amount	HST/GST	QST/TVQ
Sub-Total	$ 74.84	$ 3.09	$ 0.00
Sub-Total Tax Amount		$ 3.09	
TOTAL	$ 77.93		

The following boxes must be check by the verifier - Les cases suivantes doivent être cochée par le vérificateur

☐ Services Rendered/Goods Supplied / Services rendus/marchandises livrées
☐ Contract Terms Met / Rencontre les Termes du contrat
☐ Supporting documentation / Documentation à l'appui

Account Verified - Name / Compte Vérifié - Nom	Signature	Date Y-A M D-J

Prepared by - Name / Préparé par - Nom	Date Y-A M D-J	G/R:
Sylvie Crispin	2016 03 09	

CERTIFIED PURSUANT TO SECTION 34 OF THE *FINANCIAL ADMINISTRATION ACT* - CERTIFIÉ EN VERTU DE L'ARTICLE 34 DE *LA LOI SUR LES FINANCES PUBLIQUES*

Name - Nom	Signature	Date Y-A M D-J
Minister Hon. Jody Wilson-Raybould		

JUS 396-4 (2014/01)

US Consul General
Jody

s.19(1)

BIERCRAFT CAMBIE
3305 CAMBIE ST
VANCOUVER, BC V5Z 2W6

Merchant ID: 000000004588155
Term ID: 07749300
Clerk ID: 3
25275950012

Purchase

VISA

AID: A0000000031010
Entry Method: Chip
Batch#: 000120
02/12/16 13:37:58

Ref#:000032691085
Inv #: 000214 Appr Code: 041646

Amount: $ 64.94
Tip: $ 12.99
================
Total: $ 77.93

Customer C

BierCraft BISTRO

****
CHECK # 278447 DATE 2/12/16
TABLE # 19 TIME 1:39PM
=====================================

-- DINING : --

ITEMS ORDERED	AMOUNT
1 LRG CAESAR SALAD	12.00FAMILY
2 1LB ORLEANS	36.00FAMILY
2 Add Frites	8.00FAMILY
1 Add Chicken	5.00FAMILY
2 POP REFILL	0.00
1 AMERICANO	3.00
2 LRG POP	7.00

FAMILY DISC -9.15
=====================================

-- PROMOTIONS --

TYPE	AMOUNT
FAMILY DISC	-9.15

	-9.15

TOTAL CHK	71.00
PROMO	-9.15
SUBTOTAL	61.85
GST	3.09
TOTAL DUE	64.94

\# OF GUESTS 2

You like brunch, don't ya?
We serve it every weekend
10am - 3:30pm

Follow us on Twitter and Facebook
@biercraft
We now accept reservations!
604-874-6900 for bookings
HST# 833116096

s.19(1)

Government of Canada / Gouvernement du Canada

Travel Expense Report / Note de Frais de Voyages

Type 2

Travel No. - N° du voyage: Feb. 14-25 - AHN109790

Name of Claimant - Nom du demandeur: Hon. Jody Wilson-Raybould

Department - Ministère: Justice Canada

Branch - Direction: Minister's Office

Send Cheque to - Envoyer le chèque à l'adresse suivante: EMB 4th Floor

Address - Adresse: EMB 4th Floor

Telephone - Téléphone: 992-4621

Purpose of Travel - But du voyage: Regular Business - Feb. 14-25, 2016

EXPENSES PREPAID BY DEPARTMENT - DÉPENSES PAYÉES À L'AVANCE PAR LE MINISTÈRE

(1) TRANSPORTATION / TRANSPORT	Date / Time of Departure / Heure du départ: 2016-02-14; Arrival / Arrivé: 2016-02-25	$ 5,307.50
(2) OTHER EXPENSES / AUTRES DÉPENSES		

AUTHORIZED ALLOWANCES - INDEMNITÉS AUTORISÉES

PRIVATE VEHICLE ALLOWANCE / INDEMNITÉ-VÉHICULE PARTICULIER				
PREVIOUSLY CLAIMED THIS FISCAL YEAR / DÉJÀ RÉCLAMÉ PRÉSENT EXERCICE				
THIS CLAIM / INDEMNITÉ DEMANDÉE				

OR-OU

	COMPREHENSIVE ALLOWANCE (Accommodation, meals and incidential expenses) / INDEMNITÉ GLOBALE (Logement, Repas et frais divers)	COMPOSITE ALLOWANCE (Meals and incidental expenses for full calendar days only)	INDEMNITÉ DÉTAILLÉE (Repas et frais divers pour les jours de calendrier complets seulement)	
RATE / TAUX	days @ / jours	days @ / jours	days @ / jours	$ 0.00
PARTIAL COMPOSITE ALLOWANCES / INDEMNITÉ DÉTAILLÉE PARTIELLE — MEALS / REPAS	7 Breakfasts / Petits déjeuners @ $ 16.55	7 Lunches / Déjeuners @ $ 16.80	6 Dinners / Dîners @ $ 44.40	$ 499.85
INCIDENTAL EXPENSES / FRAIS DIVERS	9 days @ / jours $ 17.30	days @ / jours	days @ / jours	$ 155.70
OTHER ALLOWANCES (Specify) / AUTRES INDEMNITÉS (Précisez lesquelles)				

EXPENSES NOT INCLUDED ABOVE - DÉPENSES AUTRES QUE CI-DESSUS

		Vr. No. - P. N°	
(3) Vehicle Rental / Location de véhicule			
(4) Public Transportation / Transport en commun			
(5) Accommodation / Logement			$ 1,660.94
(6) Meals / Repas			
(7) All Other Expenses (Specify) / Autres (précisez)			

I certify that the amounts included in this claim were incurred on authorized government business travel.

Je certifie que les montants faisant l'objet de la présente réclamation constituent des dépenses entraînées par des voyages pour affaires officielles.

... en vertu de l'article 34 ...oi sur la gestion des ...s publiques

Y-A M D-J — 13 AVR. 2016

Signature (Claimant - Demandeur) — Date — Signature — Date

Total Expenses	Total des dépenses	$ 7,623.99
Less Total 1 and 2 Above	Moins le total des paragraphes 1 et 2	$ 5,307.50
Total Claimed	Total Demandé	$ 2,316.49
Less Advance	Moins L'avance	
Amount due Reciever General of Canada	Total dû au Receveur général du Canada	
AMOUNT DUE CLAIMANT	TOTAL DÛ AU REQUÉRANT	$ 2,316.49

Type Particulars - Details: 3

PAYMENT RECORD - ENREGISTREMENT DU PAIEMENT

Type 7	2 Sub Type 80	5 P.R.I. CIDP	8 Amount - Montant 2316.49	14 Requisition No. / N° de la demande	15 Supplier Indicator / Indicateur du fournisseur 0	17 Due Date / Date d'échéance Y-A M D-J

Type 4 — ACCOUNTING INFORMATION - RENSEIGNEMENTS DE LA COMPTABILITÉ

2 Sub Type	3 Dept. Ref. No. / N° de réf. min.	5 Coding - Codage	6 Amount - Montant	CR-CT
	400073877	11050-4010-1524		
7 Description			8 Fin. Encumbrance No. / N° de la charge financière	
2	3	5	6	
	7		8	
2	3	5	6	
	7		8	

Dept. Pre-Audit and Account Verification. / Vérification de la comptabilité au niveau du ministère — Signature

Verified correct - Vérifié conforme — Signature

TOTAL ▶

Requisitioned for payment pursuant to section 33 of the Financial Administration Act and Certified in accordance with section 7 of the Payment Requisitioning Regulations / Demandé pour paiement conformément à l'article 33 de la Loi sur la gestion des finances publiques, et certifié aux termes de l'article 7 du Règlement sur les réquisitions de paiements. — Signature

Services Officer - Agent des services — Signature

20 Cheque No. - N° de chèque — 21 Date Y-A M D-J

GC 73 (2014/03) 7540-21-910-7366

s.19(1)

Department of Justice Canada / Ministère de la Justice Canada

REF #:
Date:
Doc #:

Annex 9B – Commitment – Travel Regular (300)

TAXES EXCLUDED

Commitments – Travel HRG — PAYE 2015-2016

Engagements – Voyage HRG — CAFE 2015-2016

Name of Payee / Nom du Bénéficiaire	Commitment / Engagement	Line No. / Ligne	CODING / CODAGE					Total Amount / Montant Total	TAN / NAV	Air Fare / Coût du billet d'avion
			GL Account / Compte GL	Cost Center / Centre de coût	Fund / Fonds	Funct. Area / Dom. fonctionnel	Order No. / Numéro de projet			
Hon. Jody Wilson-Raybould	400073877	01	1524	11050	15	4010		2316.49	ANH109790	

Certified pursuant to section 34 of the Financial Administration Act
Certifié en vertu de l'article 34 de la Loi sur la gestion des finances publiques

13 AVR. 2016

Name

Joelle Landry
Administrator/administrateur

941.6042
Admin : Telephone No/Numéro de téléphone

Record of Travel Expenses

s.19(1)

Personal Record Identifier	Travel Number
Vendor	ANH109790
Name	400073696
Hon. Jody Wilson Raybould	

DATE	ARRIVAL TIME-DEPARTURE	DETAILS	DISTANCE Miles/KM	PREPAID Transportation	PREPAID Other	OUT OF POCKET Transportation	OUT OF POCKET Accommodation	OUT OF POCKET Meals	OUT OF POCKET Other
2016-02-14	16:00	Flight		3,191.27					
		Flight Fees		70.06					
		Inc.							17.30
2016-02-15		Hotel - Feb 14					188.55		
		Breakfast, Lunch						33.35	
2016-02-15		Flight to Washington see travel ANH123622							
2016-02-17		return from Washington all expenses covered on ANH123622							
2016-02-18		Breakfast, Lunch, dinner & Inc.						77.75	17.30
2016-02-19		Inc.							17.30
		All Other Expenses Claimes on Feb. 19 Trip							17.30
2016-09-20		Breakfast, Lunch, dinner & Inc.						77.75	17.30
2016-02-21		Hotel Feb. 17 to 19					565.65		
2016-02-22		Breakfast, Lunch, dinner & Inc.						77.75	17.30
2016-02-23		Breakfast, Lunch, dinner & Inc.						77.75	17.30
2016-02-24		Breakfast, Lunch, dinner & Inc.						77.75	17.30
2016-02-25		Breakfast, Lunch, dinner & Inc.						77.75	17.30
		Hotel Feb. 20-25 2016					754.20		
		Flew to Winnipeg Feb. 25		1,809.67					
		Hotel Winnipeg					152.54		
		Flew to Vancouver Feb. 26		236.50					
			TOTAL	5,307.50	0.00	0.00	1,660.94	499.85	155.70

Travel Expenses

50/50

Traveler's Name JWR
Trip Purpose Meetings
Destination Ottawa
Departure date Feb. 21
Return date Feb 25

Departure time (from home/work)
Are meals provided on flight/train
Yes ✓
No

~~Multiple destination details~~
~~Are meals provided on flight/train~~
~~Yes~~
~~No~~

Arrival time (end of travel status) 20.00, Feb. 25, 2016
Are meals provided on flight/train
Yes
No (circled)

Allocation - Claimed Meals & Incidental

DATE	BREAKFAST	LUNCH	DINNER	INCIDENTALS
Feb 20 2016	✓	✓	✓	✓
Feb 21, 2016	✓	✓	✓	✓
Feb 22, 2016		✓	✓	✓
Feb 23, 2016		✓	✓	✓
Feb 24, 2016	✓	✓	✓	✓
Feb 25, 2016		✓	✓	✓
Feb 26, 2016				✓
	✓		✓	✓
Feb 19 2016	~~See claims of Feb 19~~ (✓)?			
Feb 18, 2016	✓	✓	✓	✓

Additional comments

PLEASE ATTACH RECEIPTS	Provided
Accommodation	
Taxies	
Other	

Completed by: ____________
Date: ____________

Round trip Feb 14 - 20.

STS✱SVP Shared Travel Services / Services de voyage partagés

HRG

s.18(a)
s.19(1)

E-Ticket Itinerary Receipt and Invoice

09 February 2016

THANK YOU FOR BOOKING WITH THE HOGG ROBINSON GROUP (HRG) GOVERNMENT OF CANADA TRAVEL SERVICES. THIS DOCUMENTATION CONFIRMS YOUR TRAVEL ARRANGEMENTS.

THE INFORMATION CONTAINED IN THIS DOCUMENT IS PROVIDED BY HRG NORTH AMERICA VIA TRAVELPORT AND OTHER THIRD-PARTY VENDORS. AS SUCH, SOME CONTENT IS AVAILABLE IN ENGLISH ONLY.

PLEASE REVIEW TO ENSURE THAT ALL INFORMATION IS CORRECT.

TRAVELLERS ARE RESPONSIBLE FOR VERIFYING THEIR TRAVEL DOCUMENTS UPON RECEIPT.

ACCEPTANCE OF YOUR ITINERARY CONSTITUTES AGREEMENT WITH ITS CONTENTS.

ANY DISCREPANCY MUST BE REPORTED TO HRG NORTH AMERICA PRIOR TO 8PM EST THE SAME BUSINESS DAY.

HRG WILL NOT INCREASE THE PRICE AFTER TICKET ISSUANCE.

Itinerary details

Trip locator:	TH5TKW
Traveller:	JODY RT HON WILSONRAYBOULD

Account references

Traveller Category :	Non Public Servants
Travel Directive Module :	M3D - Domestic - Overnight stay
THCEE Trip Category :	Core Mandate
Trip Purpose :	Core Mandate - Meetings
TAN :	ANH109790
Rationale for not using virtual presence :	Cost saving of alternatives is marginal or nil

Itinerary summary

Traffic	Date	From-to/location	Supplier	Times	Class/room	Status
✈	14 Feb 2016	YVR - YOW	AC188	17:15-00:52	Business	Booked
✈	20 Feb 2016	YOW - YYZ	AC451	12:00-13:20	Business	Booked
✈	20 Feb 2016	YYZ - YVR	AC109	14:20-16:37	Business	Booked

Cancelled

Frequent flyer cards:

E-ticket 1

Invoice number:	57648
Traveller name:	WILSONRAYBOULD/J
Ticket number:	0141612775065
Route:	Vancouver Intl Airport, Vancouver - Ottawa Intl Airport, Ottawa - Pearson International, Toronto - Vancouver Intl Airport, Vancouver
Fare amount:	2976.00 CAD
Taxes:	14.25 CA / 150.51 XG / 50.51 XT
Ticket amount:	3191.27 CAD
Issuing agency:	67524192
Date of issue:	09 February 2016
Form of payment:	
Endorsements:	GOC-ACJV

Air Canada
Flight # AC188
Booking reference: MLMS5A
Status: Booked

Departing:	Vancouver Intl Airport, Vancouver, Canada (YVR), Terminal M
Date/time:	14 February 2016, 17:15
Arriving:	Ottawa Intl Airport, Ottawa, Canada (YOW)
Date/time:	15 February 2016, 00:52
Duration:	4h37m
Aircraft:	Airbus A320-100/200 Narrowbody Jet
Cabin class:	Business (Z)
Seat:	04D
Baggage allowance:	2PC

Add to calendar

Air Canada
Flight # AC451
Booking reference: MLMS5A
Status: Booked

Departing:	Ottawa Intl Airport, Ottawa, Canada (YOW)
Date/time:	20 February 2016, 12:00
Arriving:	Pearson International, Toronto, Canada (YYZ), Terminal 1
Date/time:	20 February 2016, 13:20
Duration:	1h20m
Aircraft:	EMBRAER 190 Narrowbody Jet
Cabin class:	Business (P)
Seat:	03A
Baggage allowance:	2PC

Add to calendar

Air Canada
Flight # AC109
Booking reference: MLMS5A
Status: Booked

Departing:	Pearson International, Toronto, Canada (YYZ), Terminal 1
Date/time:	20 February 2016, 14:20
Arriving:	Vancouver Intl Airport, Vancouver, Canada (YVR), Terminal M
Date/time:	20 February 2016, 16:37
Duration:	5h17m
Aircraft:	Airbus A321 Narrowbody Jet
Cabin class:	Business (P)
Seat:	04D
Baggage allowance:	2PC

Add to calendar

Fare details

Fare accepted:	2976.00 CAD
Taxes and fees:	14.25 CA / 47.00 SQ / 3.51 RC / 150.51 XG
Total amount:	3191.27 CAD
Fare routing:	YVR - YOW YOW - YYZ YYZ - YVR

Service Fees

Fee 1 Base:	62.00 CAD
Fee 1 Taxes:	3.10 CAD GST
Fee 1 Total:	65.10 CAD

GST REGISTRATION NO. R136445095 QST REGISTRATION NO. TVQ M1015857826

GST is represented by tax code XG; HST is represented by tax code RC; QST is represented by tax code XQ.

FOR ASSISTANCE OR IN TRANSIT EMERGENCY SERVICE PLEASE CONTACT HRG ANYTIME AT 1-866-857-3578 WITHIN NORTH AMERICA OR FROM OUTSIDE CANADA / USA; CALL COLLECT AT 1-613-822-3873.

FOR CREDIT CARD SUPPORT DUE TO LOST OR STOLEN CARDS PLEASE USE PHONE NUMBER ABOVE; SELECT OPTION 4 IMPORTANT; THE NAME ON THE IDENTIFICATION MUST MATCH THE NAME ON THE RESERVATION;

s.18(a)

56854818

SALES PERSON : 9999 INVOICE NO : 71169 DATE : 18 FEB 16
CUSTOMER NBR : GOC1056 VTTVR4 Page : 1 / 1

TO : BUSINESS: 284 WELLINGTON STREET
EAST MEMORIAL BUILDING
OTTAWA
ONTARIO
K1A 0H8

FOR : WILSONRAYBOULD/JODY RT HON REF :

25 FEB 16 - THURSDAY

AIR	AC AIR CANADA	FLT: 8525	P	
	LV YOW OTTAWA		0900A	EQP: CRA
	AR YWG WINNIPEG		1051A	NON-STOP
	WILSONRAYBOULD/JODY RT HON	SEAT -		

26 FEB 16 - FRIDAY

AIR	AC AIR CANADA	FLT: 299	P	
	LV YWG WINNIPEG		0740P	EQP: 319
	AR YVR VANCOUVER		0858P	NON-STOP
	WILSONRAYBOULD/JODY RT HON	SEAT -		

22 NOV 16 - TUESDAY
TOUR

LV XXX
1NT

AIR TICKET AC2158992722	WILSONRAYBOULD/JODY RT HON	1,572.25
	GST - standard	202.39
	QST-exempt	
AIR TICKET XD7000000000	WILSONRAYBOULD/JODY RT HON	31.00
	GST - standard	4.03
	QST-exempt	
	TOTAL GOODS / SERVICES	1,603.25
	TOTAL GST - standard	206.42
	TOTAL	206.42
	TOTAL QST-exempt	0.00
	AMOUNT DUE	1,809.67
	MASTERCARD	-1,774.64
	MASTERCARD	-35.03
	TOTAL	0.00

s.18(a)

56888022

SALES PERSON : 9999 INVOICE NO : 78966 DATE : 24 FEB 16
CUSTOMER NBR : GOC1056 VTTVR4 Page : 2 / 2

TO : BUSINESS: 284 WELLINGTON STREET
EAST MEMORIAL BUILDING
OTTAWA
ONTARIO
K1A 0H8

FOR : WILSONRAYBOULD/JODY RT HON REF :

AIR TICKET AC2159180245	WILSONRAYBOULD/JODY RT HON	150.00
	GST - standard	24.02
	QST-exempt	
AIR TICKET XD7000000000	WILSONRAYBOULD/JODY RT HON	59.50
	GST - standard	2.98
	QST-exempt	
	TOTAL GOODS / SERVICES	209.50
	TOTAL GST - standard	27.00
	TOTAL	27.00
	TOTAL QST-exempt	0.00
	AMOUNT DUE	236.50
	MASTERCARD	-174.02
	MASTERCARD	-62.48
	TOTAL	0.00

s.19(1)

Sheraton Ottawa Hotel
150 Albert Street
Ottawa, ON K1P 5G2
Canada
Tel: 613-238-1500 Fax: 613-235 2723

Sheraton
HOTELS & RESORTS

Jody Wilson

Page Number	:	1	
Guest Number	:	802068	
Folio ID	:	A	
No. Of Guest	:	1	
Room Number	:	1712	
Club Account	:		
Arrive Date	:	14-FEB-16	01:14
Depart Date	:	15-FEB-16	08:15

Tax ID : 122417470
Sheraton Ottawa 01-APR-16 13:46

Date	Reference	Description	Charges (CAD)	Credits (CAD)
14-FEB-16	RT1712	Room	162.00	
14-FEB-16	RT1712	Room HST 13%	21.06	
14-FEB-16	RT1712	DMF 3%	4.86	
14-FEB-16	RT1712	DMF HST 13%	0.63	
15-FEB-16	AX	American Express		-188.55
		** Total	188.55	-188.55
		*** Balance	0.00	

Summary of HST for your stay:	Amount (CAD)
HST for Room Revenue:	21.06
HST for Food and Beverage:	0.00
HST for Telephone:	0.00
HST for Other:	0.63
HST for entire stay:	21.69

Tell us about your stay. www.sheraton.com/reviews

s.19(1)

Sheraton Ottawa Hotel
150 Albert Street
Ottawa, ON K1P 5G2
Canada
Tel: 613-238-1500 Fax: 613-235 2723

Sheraton
HOTELS & RESORTS

Jody Wilson

Page Number	:	1	
Guest Number	:	802069	
Folio ID	:	A	
No. Of Guest	:	1	
Room Number	:	1718	
Club Account	:		
Arrive Date	:	17-FEB-16	22:43
Depart Date	:	20-FEB-16	11:28

Tax ID : 122417470
Sheraton Ottawa 01-APR-16 13:46

Date	Reference	Description	Charges (CAD)	Credits (CAD)
17-FEB-16	0635	Sasha's Lounge	117.18	
17-FEB-16	RT1712	Room	162.00	
17-FEB-16	RT1712	Room HST 13%	21.06	
17-FEB-16	RT1712	DMF 3%	4.86	
17-FEB-16	RT1712	DMF HST 13%	0.63	
18-FEB-16	RT1712	Room	162.00	
18-FEB-16	RT1712	Room HST 13%	21.06	
18-FEB-16	RT1712	DMF 3%	4.86	
18-FEB-16	RT1712	DMF HST 13%	0.63	
19-FEB-16	0882			
19-FEB-16	RT1718	Room	162.00	
19-FEB-16	RT1718	Room HST 13%	21.06	
19-FEB-16	RT1718	DMF 3%	4.86	
19-FEB-16	RT1718	DMF HST 13%	0.63	
20-FEB-16	AX	American Express		-762.63
		** Total	762.63	-762.63
		*** Balance	0.00	

Summary of HST for your stay:	Amount (CAD)
HST for Room Revenue:	63.18
HST for Food and Beverage:	18.98
HST for Telephone:	0.00
HST for Other:	1.89
HST for entire stay:	84.05

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Sheraton Ottawa Hotel
150 Albert Street
Ottawa, ON K1P 5G2
Canada
Tel: 613-238-1500 Fax: 613-235 2723

Sheraton
HOTELS & RESORTS

Jody Wilson

Page Number	:	1
Guest Number	:	802070
Folio ID	:	A
No. Of Guest	:	1
Room Number	:	1718
Club Account	:	
Arrive Date	:	20-FEB-16 11:28
Depart Date	:	25-FEB-16 16:24

Tax ID : 122417470
Sheraton Ottawa 29-MAR-16 14:48

Date	Reference	Description	Charges (CAD)	Credits (CAD)
20-FEB-16	20/02/16			
20-FEB-16	1054			
20-FEB-16	RT1718	Room	162.00	
20-FEB-16	RT1718	Room HST 13%	21.06	
20-FEB-16	RT1718	DMF 3%	4.86	
20-FEB-16	RT1718	DMF HST 13%	0.63	
21-FEB-16	RT1718	Room	162.00	
21-FEB-16	RT1718	Room HST 13%	21.06	
21-FEB-16	RT1718	DMF 3%	4.86	
21-FEB-16	RT1718	DMF HST 13%	0.63	
22-FEB-16	RT1718	Room	162.00	
22-FEB-16	RT1718	Room HST 13%	21.06	
22-FEB-16	RT1718	DMF 3%	4.86	
22-FEB-16	RT1718	DMF HST 13%	0.63	
23-FEB-16	1462			
23-FEB-16	RT1718	Room	162.00	
23-FEB-16	RT1718	Room HST 13%	21.06	
23-FEB-16	RT1718	DMF 3%	4.86	
23-FEB-16	RT1718	DMF HST 13%	0.63	
24-FEB-16	RT1718	Room	162.00	
24-FEB-16	RT1718	Room HST 13%	21.06	
24-FEB-16	RT1718	DMF 3%	4.86	
24-FEB-16	RT1718	DMF HST 13%	0.63	
25-FEB-16	AX	American Express		-1113.87
		**	1113.87	-1113.87
		***	0.00	

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DELTA
WINNIPEG
350 St. Mary Avenue, Winnipeg, Manitoba, R3C 3J2
Tel: 204-942-0551 Fax: 204-943-8702

Aboriginal And Northern Affairs
Jody Wilson-Raybould

Room: 9026
Folio: 17370
Cashier:
Arrival: 03-22-16
Departure: 03-22-16
Reference:

Group: 2nd Roundtable

Date	Description	Additional Information	Charges	Credits
02-25-16	Room Charge	Routed From Wilson-Raybould Jody Of Room #1132	129.00	
02-25-16	Accommodation Tax	Routed From Wilson-Raybould Jody Of Room #1132	6.45	
02-25-16	Rooms - Federal Tax - GST	Routed From Wilson-Raybould Jody Of Room #1132	6.77	
02-25-16	Rooms - Provincial Tax - PST	Routed From Wilson-Raybould Jody Of Room #1132	10.32	
03-22-16	American Express	EXP		152.54
		Total	152.54	152.54
		Balance Due	0.00 CDN	

GST Summary	
Registration No: 846543619	
Room	6.77
F&B	0.00
Other	6.45
Total	**13.22**

PST Summary	
Room	10.32
F&B	6.45
Other	0.00
Total	**0.00**

Guest Signature: ____________________

I agree that my liability for this bill is not waived and I agree to be held personally liable in the event that the indicated person, company, or association fails to pay for any part of or the full amount of these charges.

B784947

ID: 1F5F A8

Travel Request

Travel Request Name: Quintet Feb 15-17 2016

Traveller Name:	*WILLIAM PENTNEY*	**Online TAN:**	*ANB876014*
TIN:	*W447676*	**Fiscal Year:**	*2015-2016*
Prepared By:	*WILLIAM PENTNEY*	**Travel Outside Default Division:**	*N*
Policy Module:	*M3D - Domestic - Overnight Stay*	**Blanket Travel Authority Applied:**	*Yes*
Trip Purpose:	*Core Mandate - Meetings*	**Vendor Code:**	*27327957*
Other Trip Purpose:		**N/A:**	
Alternative To Travel:	*Personal attendance required*	**N/A:**	
Travel Start Date:	*15/02/2016*	**N/A:**	
Travel End Date:	*17/02/2016*	**N/A:**	
Approval Status:	*Approved*	**N/A:**	
Primary Location:		**Event:**	
Secondary Location:			

Comments:

Quintet Feb 15-17 2016

Travel Request Summary

Expense Summary		**Advance Summary**	
Total non-reimbursable expenses:	1,063.90	**Travel advance:**	0.00
Total reimbursable expenses:	1,127.94		
	2,191.84		

Non-Reimbursable Expenses

Expense Type		Amount
Commercial Air (estimate direct from OBT) Air Canada	1505 - 12000 - 0130 - 4010 - 15 - - 3003 -	1,063.90
	Total non-reimbursable expenses	1,063.90

Reimbursable Expenses

Expense Type		Amount
11) Taxi	1505 - 12000 - 0130 - 4010 - 15 - - 3003 -	200.00

Expense Type		Amount
16) Commercial Accommodation	1505 - 12000 - 0130 - 4010 - 15 - - 3003 -	600.00
Marriott Hotels And Resorts		
2) Allowance: Meals, Incidentals & Private Accommodation	1505 - 12000 - 0130 - 4010 - 15 - - 3003 -	327.94
	Total reimbursable expenses	1,127.94

Financial Coding Summary

Financial Coding	Total Excl. Tax	Total Incl. Tax
1505 - 12000 - 0130 - 4010 - 15 - - 3003 -	2,191.84	2,191.84

Approval History

Date And Time	Approver	Approval Status	Comment
02/02/2016 09:59:26	Blanket Travel Authority	Approved	

Warning: POLICY BREACH

- **No Overnight stay:**
  Booked on Internet/or on Own
- **BFOD North America CAD50:**
  Declined - Departure / arrival times
- **BFOD North America CAD50:**
  Declined - Departure / arrival times

Itinerary Details

PNR:

Traveller Type: *Deputy Minister*

Trip Status: *Quoted*

Primary Trip Purpose: *Core Mandate - Meetings*

Flight **(CAD)** **1,063.90**

AC Air Canada Ottawa Intl Arpt, Ottawa, Canada — Ronald... **Booking Ref:**

AC Air Canada Ottawa Intl Arpt, Ottawa, Canada — Ronald... **Booking Ref:**

Flight	Departure	Arrival	Class
8452	**Ottawa Intl Arpt, Ottawa, Canada** 15/02/2016 17:30	**Ronald Reagan National, Washington, United States** 15/02/2016 19:16	Economy

Mileage: 0 | **Total CO_2 Emissions:** 120

Payment Method: DTEA Cost 1,063.90

AC Air Canada Ronald Reagan National, Washington, Unit... **Booking Ref:**

Flight	Departure	Arrival	Class
8453	**Ronald Reagan National, Washington, United States** 17/02/2016 20:00	**Ottawa Intl Arpt, Ottawa, Canada** 17/02/2016 21:29	Economy

Mileage: 0 | **Total CO_2 Emissions:** 120

Payment Method: DTEA Cost 0.00

Total Itinerary Cost (CAD) 1,063.90

Signatures

I have access to the Treasury Board Travel Policy (internal policy for separate employers) and accept the terms and conditions of travel that are in accordance with current policy.

Traveller Name *WILLIAM PENTNEY* **Submit Date** *02/02/2016*

Signature

Certified pursuant to section 32 of the Financial Administration Act.

Approver Name ______________________ **Approval Date** ______________________

Signature

AC conf.# MUSEKI

STS SVP
Shared Travel Services Services de voyage partagés

HRG

s.18(a)
s.19(1)

E-Ticket Itinerary Receipt and Invoice

02 February 2016

THANK YOU FOR BOOKING WITH THE HOGG ROBINSON GROUP (HRG) GOVERNMENT OF CANADA TRAVEL SERVICES. THIS DOCUMENTATION CONFIRMS YOUR TRAVEL ARRANGEMENTS.

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ANY DISCREPANCY MUST BE REPORTED TO HRG NORTH AMERICA PRIOR TO 8PM EST THE SAME BUSINESS DAY.

HRG WILL NOT INCREASE THE PRICE AFTER TICKET ISSUANCE.

Itinerary details

Trip locator:	QS7VGE
Traveller:	Mr WILLIAM FRED PENTNEY

Account references

Traveller Category :	Public Servants
Travel Directive Module :	M3D - Domestic - Overnight stay
THCEE Trip Category :	Core Mandate
Trip Purpose :	Core Mandate - Meetings
TAN :	ANB876014
Fiscal Year :	2015-2016
Rationale for not using virtual presence :	Personal attendance required

Itinerary summary

Traffic	Date	From-to/location	Supplier	Times	Class/room	Status
✈	15 Feb 2016	YOW - DCA 3D	AC8452	17:30-19:16	Economy	Booked
✈	17 Feb 2016	DCA - YOW 9D	AC8453	20:00-21:29	Economy	Booked

Frequent flyer cards:

E-ticket 1

Invoice number:	46390
Traveller name:	PENTNEY/WILLIAMF
Ticket number:	0141612696507
Route:	Ottawa Intl Airport, Ottawa - Ronald Reagan National, Washington - Ottawa Intl Airport, Ottawa
Fare amount:	894.00 CAD
Taxes:	12.10 CA / 45.31 XG / 112.89 XT
Ticket amount:	1064.30 CAD
Issuing agency:	67524192
Date of issue:	02 February 2016
Form of payment:	
Endorsements:	GOC-ACJV

Air Canada
Operated By: Air Canada Express - Jazz
Flight # AC8452

Booking reference: MUSERI
Status: Booked

Departing:	Ottawa Intl Airport, Ottawa, Canada (YOW)
Date/time:	15 February 2016, 17:30
Arriving:	Ronald Reagan National, Washington, United States (DCA), Terminal A
Date/time:	15 February 2016, 19:16
Duration:	1h46m
Aircraft:	Canadair Regional Jet Narrowbody Jet
Cabin class:	Economy (Q)
Baggage allowance:	0PC

Add to calendar

Air Canada
Operated By: Air Canada Express - Jazz
Flight # AC8453

Booking reference: MUSERI
Status: Booked

Departing:	Ronald Reagan National, Washington, United States (DCA), Terminal A
Date/time:	17 February 2016, 20:00
Arriving:	Ottawa Intl Airport, Ottawa, Canada (YOW)
Date/time:	17 February 2016, 21:29
Duration:	1h29m
Aircraft:	Canadair Regional Jet Narrowbody Jet
Cabin class:	Economy (G)
Baggage allowance:	0PC

Add to calendar

Fare details

Fare accepted:	894.00 CAD
Taxes and fees:	12.10 CA / 23.00 SQ / 7.80 AY / 49.80 US / 5.50 XA / 6.30 XF / 9.80 XY / 7.70 YC / 2.99 RC / 45.31 XG
Total amount:	1064.30 CAD
Fare routing:	YOW - DCA DCA - YOW

Service Fees

Fee 1 Base:	31.00 CAD
Fee 1 Taxes:	4.03 CAD HST
Fee 1 Total:	35.03 CAD

GENERAL INFORMATION
CREDIT REQUEST- PLEASE NOTE THAT HRG WAS UNABLE
TO APPLY THE CREDIT REQUESTED DUE TO
THE FARE RULES OF THE CARRIER BOOKED DO NOT
PERMIT EXCHANGES FOR THIS ITINERARY.
THE US DEPARTMENT OF TRANSPORTATION ADVISES THAT
WHEN TRAVELLING TO CERTAIN DESTINATIONS THE AIRCRAFTS
PASSENGER CABIN WILL BE TREATED WITH INSECTICIDES
PLEASE REVIEW THE FOLLOWING SITE FOR AN UPDATED LIST
OF FLIGHTS WHERE THIS WILL OCCUR
WWW.DOT.GOV/OFFICE-POLICY/AVIATION-POLICY
/AIRCRAFT-DISINSECTION-REQUIREMENTS
..

GST REGISTRATION NO. R136445095 QST REGISTRATION NO. TVQ M1015857826

GST is represented by tax code XG; HST is represented by tax code RC; QST is represented by tax code XQ.

FOR ASSISTANCE OR IN TRANSIT EMERGENCY SERVICE PLEASE CONTACT HRG ANYTIME AT 1-866-857-3578 WITHIN NORTH AMERICA OR FROM OUTSIDE CANADA / USA; CALL COLLECT AT 1-613-822-3873.

FOR CREDIT CARD SUPPORT DUE TO LOST OR STOLEN CARDS PLEASE USE PHONE NUMBER ABOVE; SELECT OPTION 4 IMPORTANT; THE NAME ON THE IDENTIFICATION MUST MATCH THE NAME ON THE RESERVATION; BOARDING PASS.

FOR FLIGHTS WITHIN CANADA ALL PASSENGERS MUST PRESENT ONE PIECE OF VALID GOVERNMENT ISSUED PHOTO IDENTIFICATION THAT INCLUDES NAME / DATE OF BIRTH AND GENDER.

FOR FLIGHTS TO/FROM THE UNITED STATES ALL PASSENGERS ARE REQUIRED TO PRESENT A VALID PASSPORT

EMBASSY FOR BOARDING REQUIREMENTS OR CONSULT HRG GOVERNMENT TRAVEL SERVICE.

PROOF OF ONWARD OR RETURN TRAVEL MAY BE REQUIRED AT CHECK-IN.

PASSPORT AND VISA REQUIREMENTS:

PLEASE ENSURE PASSPORT IS VALID FOR 6 MONTHS BEYOND EXPECTED RETURN DATE.

ALL CHILDREN REGARDLESS OF AGE MUST HAVE THEIR OWN PASSPORT

CITIZENS OF COUNTRIES OTHER THAN CANADA AND THE UNITED STATES SHOULD CONTACT THE CONSULATE OR EMBASSY FOR PASSPORT AND VISA REQUIREMENTS OR CONSULT HRG GOVERNMENT TRAVEL SERVICE.

CHECK-IN:

* PLEASE ALLOW 2HRS FOR DOMESTIC (CANADA); TRANSBORDER (USA) CHECK-IN

* ALLOW 3HRS FOR ALL INTERNATIONAL CHECK-IN

THE AIRLINES RESERVE THE RIGHT TO DENY BOARDING IF MINIMUM CHECK-IN TIMES ARE NOT MET

FLIGHT TIMES ARE SUBJECT TO CHANGE; PLEASE RE-CONFIRM FLIGHT TIMES PRIOR TO DEPARTURE.

IF YOU ARE TRAVELLING TO AN INTERNATIONAL DESTINATION, PLEASE RECONFIRM YOUR RESERVATIONS 72 HOURS PRIOR TO DEPARTURE DIRECTLY WITH THE AIR CARRIER.

FOR FREE BAGGAGE ALLOWANCE AND/OR APPLICABLE FEES FOR CARRY-ON//CHECKED BAGGAGE RELATED TO YOUR FLIGHT - PLEASE VERIFY THE CARRIERS WEBSITE.

ACCOMMODATIONS:

PLEASE VERIFY THE RATE AT CHECK-IN AS LOCAL MARKET CONDITIONS MAY DICTATE A LOWER RATE.

THE SUPPLIERS PROVIDING SERVICES FOR YOUR RESERVATION MAY HAVE IMPOSED RESTRICTIONS CONCERNING THE ABILITY TO CHANGE OR MODIFY YOUR RESERVATION. THE DETAILS OF THESE RESTRICTIONS WERE PROVIDED EITHER TO YOU OR TO THE PERSON MAKING THE RESERVATION ON YOUR BEHALF. DURING THE ONLINE RESERVATION PROCESS THESE RESTRICTIONS WERE ACCEPTED PRIOR TO SUBMITTING YOUR RESERVATION FOR PURCHASE. SHOULD YOU HAVE ANY QUESTIONS OR CONCERNS, PLEASE CONTACT AN HRG NORTH AMERICA TRAVEL COUNSELLOR.

NO-SHOWS:

NO-SHOWS ARE NOT PERMITTED AND RESULT IN THE FORFEIT OF THE FULL AMOUNT OF THE FARE AT DEPARTURE TIME; PLEASE NOTE THAT NO-SHOWS AT ORIGINAL POINT OF DEPARTURE WILL ALSO RESULT IN CANCELLATION OF THE REMAINDER OF THE FLIGHTS.

CHANGES OR CANCELLATIONS MUST BE MADE PRIOR TO SCHEDULED TRAVEL DATE AND; FLIGHT TIME TO PREVENT NO SHOWS AND AVOID FORFEIT OF VALUE OF TICKET.

PLEASE NOTE THAT FARES MAY BE SUBJECT TO CHANGE AND ARE GUARANTED ONLY ONCE TICKETED.

Travel Industry regulations require the travel agency to advise the customer about the availability of optional trip cancellation insurance and optional out of province health insurance. Individuals may contact the travel insurance provider of their choice to obtain a personal quote. TICO NO. 1355825

HRG North America, 370 King St. W., Suite 700, Toronto ON M5V 1J9, 1-866-857-3578

s.18(a)
s.19(1)

STS SVP
Shared Travel Services — Services de voyage partagés

HRG

E-Ticket Itinerary Receipt and Invoice

15 February 2016

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Itinerary details

Trip locator:	QS7VGE
Traveller:	Mr WILLIAM FRED PENTNEY

Account references

Traveller Category :	Public Servants
Travel Directive Module :	M3D - Domestic - Overnight stay
THCEE Trip Category :	Core Mandate
Trip Purpose :	Core Mandate - Meetings
TAN :	ANB876014
Fiscal Year :	2015-2016
Rationale for not using virtual presence :	Personal attendance required

Itinerary summary

Traffic	Date	From-to/location	Supplier	Times	Class/room	Status
✈	15 Feb 2016	YOW - YYZ	AC469	17:30-18:50	Economy	Booked
✈	16 Feb 2016	YYZ - DCA	AC7608	07:30-08:56	Economy	Booked
✈	17 Feb 2016	DCA - YOW	AC8453	20:00-21:29	Economy	Booked

Frequent flyer cards:

E-ticket 1

Traveller name:	PENTNEY/WILLIAMF
Ticket number:	0141612696507
Route:	Ottawa Intl Airport, Ottawa - Ronald Reagan National, Washington - Ottawa Intl Airport, Ottawa
Fare amount:	894.00 CAD
Taxes:	12.10 CA / 45.31 XG / 112.89 XT
Ticket amount:	1064.30 CAD
Issuing agency:	67524192
Date of issue:	02 February 2016
Form of payment:	
Endorsements:	GOC-ACJV

Air Canada
Flight # AC469

Booking reference: MUSERI
Status: Booked

Departing:	Ottawa Intl Airport, Ottawa, Canada (YOW)
Date/time:	15 February 2016, 17:30
Arriving:	Pearson International, Toronto, Canada (YYZ), Terminal 1
Date/time:	15 February 2016, 18:50
Duration:	1h20m
Aircraft:	Airbus A320-100/200 Narrowbody Jet
Cabin class:	Economy (Q)

Add to calendar

Air Canada
Operated By: Air Canada Express - Sky Regional
Flight # AC7608

Booking reference: MUSERI
Status: Booked

Departing:	Pearson International, Toronto, Canada (YYZ), Terminal 1
Date/time:	16 February 2016, 07:30
Arriving:	Ronald Reagan National, Washington, United States (DCA), Terminal A
Date/time:	16 February 2016, 08:56
Duration:	1h26m
Aircraft:	EMBRAER 175 Narrowbody Jet
Cabin class:	Economy (Q)

Add to calendar

Air Canada
Operated By: Air Canada Express - Jazz
Flight # AC8453

Booking reference: MUSERI
Status: Booked

Departing:	Ronald Reagan National, Washington, United States (DCA), Terminal A
Date/time:	17 February 2016, 20:00
Arriving:	Ottawa Intl Airport, Ottawa, Canada (YOW)
Date/time:	17 February 2016, 21:29
Duration:	1h29m
Aircraft:	Canadair Regional Jet Narrowbody Jet
Cabin class:	Economy (G)

Add to calendar

Service Fees

Fee 1 Base:	31.00 CAD
Fee 1 Taxes:	4.03 CAD HST
Fee 1 Total:	35.03 CAD

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/AIRCRAFT-DISINSECTION-REQUIREMENTS

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GST is represented by tax code XG; HST is represented by tax code RC; QST is represented by tax code XQ.

FOR ASSISTANCE OR IN TRANSIT EMERGENCY SERVICE PLEASE CONTACT HRG ANYTIME AT 1-866-857-3578 WITHIN NORTH AMERICA OR FROM OUTSIDE CANADA / USA; CALL COLLECT AT 1-613-822-3873.

FOR CREDIT CARD SUPPORT DUE TO LOST OR STOLEN CARDS PLEASE USE PHONE NUMBER ABOVE; SELECT OPTION 4 IMPORTANT; THE NAME ON THE IDENTIFICATION MUST MATCH THE NAME ON THE RESERVATION; BOARDING PASS.

FOR FLIGHTS WITHIN CANADA ALL PASSENGERS MUST PRESENT ONE PIECE OF VALID GOVERNMENT ISSUED PHOTO IDENTIFICATION THAT INCLUDES NAME / DATE OF BIRTH AND GENDER.

FOR FLIGHTS TO/FROM THE UNITED STATES ALL PASSENGERS ARE REQUIRED TO PRESENT A VALID PASSPORT.

CITIZENS OF COUNTRIES OTHER THAN CANADA AND THE UNITED STATES SHOULD CONTACT THEIR CONSULATE OR EMBASSY FOR BOARDING REQUIREMENTS OR CONSULT HRG GOVERNMENT TRAVEL SERVICE.

PROOF OF ONWARD OR RETURN TRAVEL MAY BE REQUIRED AT CHECK-IN.

PASSPORT AND VISA REQUIREMENTS:

PLEASE ENSURE PASSPORT IS VALID FOR 6 MONTHS BEYOND EXPECTED RETURN DATE.

ALL CHILDREN REGARDLESS OF AGE MUST HAVE THEIR OWN PASSPORT

CITIZENS OF COUNTRIES OTHER THAN CANADA AND THE UNITED STATES SHOULD CONTACT THE CONSULATE OR EMBASSY FOR PASSPORT AND VISA REQUIREMENTS OR CONSULT HRG GOVERNMENT TRAVEL SERVICE.

CHECK-IN:

* PLEASE ALLOW 2HRS FOR DOMESTIC (CANADA); TRANSBORDER (USA) CHECK-IN

* ALLOW 3HRS FOR ALL INTERNATIONAL CHECK-IN

THE AIRLINES RESERVE THE RIGHT TO DENY BOARDING IF MINIMUM CHECK-IN TIMES ARE NOT MET

FLIGHT TIMES ARE SUBJECT TO CHANGE; PLEASE RE-CONFIRM FLIGHT TIMES PRIOR TO DEPARTURE.

IF YOU ARE TRAVELLING TO AN INTERNATIONAL DESTINATION, PLEASE RECONFIRM YOUR RESERVATIONS 72 HOURS PRIOR TO DEPARTURE DIRECTLY WITH THE AIR CARRIER.

FOR FREE BAGGAGE ALLOWANCE AND/OR APPLICABLE FEES FOR CARRY-ON//CHECKED BAGGAGE RELATED TO YOUR FLIGHT - PLEASE VERIFY THE CARRIERS WEBSITE.

ACCOMMODATIONS:

PLEASE VERIFY THE RATE AT CHECK-IN AS LOCAL MARKET CONDITIONS MAY DICTATE A LOWER RATE.

THE SUPPLIERS PROVIDING SERVICES FOR YOUR RESERVATION MAY HAVE IMPOSED RESTRICTIONS CONCERNING THE ABILITY TO CHANGE OR MODIFY YOUR RESERVATION. THE DETAILS OF THESE RESTRICTIONS WERE PROVIDED EITHER TO YOU OR TO THE PERSON MAKING THE RESERVATION ON YOUR BEHALF. DURING THE ONLINE RESERVATION PROCESS THESE RESTRICTIONS WERE ACCEPTED PRIOR TO SUBMITTING YOUR RESERVATION FOR PURCHASE. SHOULD YOU HAVE ANY QUESTIONS OR CONCERNS, PLEASE CONTACT AN HRG NORTH AMERICA TRAVEL COUNSELLOR.

NO-SHOWS:

NO-SHOWS ARE NOT PERMITTED AND RESULT IN THE FORFEIT OF THE FULL AMOUNT OF THE FARE AT DEPARTURE TIME; PLEASE NOTE THAT NO-SHOWS AT ORIGINAL POINT OF DEPARTURE WILL ALSO RESULT IN CANCELLATION OF THE REMAINDER OF THE FLIGHTS.

CHANGES OR CANCELLATIONS MUST BE MADE PRIOR TO SCHEDULED TRAVEL DATE AND; FLIGHT TIME TO PREVENT NO SHOWS AND AVOID FORFEIT OF VALUE OF TICKET.

PLEASE NOTE THAT FARES MAY BE SUBJECT TO CHANGE AND ARE GUARANTED ONLY ONCE TICKETED.

Travel Industry regulations require the travel agency to advise the customer about the availability of optional trip cancellation insurance and optional out of province health insurance. Individuals may contact the travel insurance provider of their choice to obtain a personal quote. TICO NO. 1355825

HRG North America, 370 King St. W., Suite 700, Toronto ON M5V 1J9, 1-866-857-3578

Hilton
HOTELS & RESORTS

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MISSISSAUGA, ON L4V 1N1
Canada
TELEPHONE 905-677-9900 • FAX 905-677-7782
Reservations
www.hilton.com or 1 800 HILTONS

s.19(1)

PENTNEY, WILLIAM

284 WELLINGTON ST

OTTAWA ON K1A0H8
CANADA

#1

Room No:	928/K1D
Arrival Date:	2/15/2016 7:50:00 PM
Departure Date:	2/16/2016 5:50:00 AM
Adult/Child:	1/0
Cashier ID:	
Room Rate:	145.00
AL:	
HH #	533977471 BLUE
VAT #	
Folio No/Che	1047322 A

Confirmation Number: 3229185026

HILTON TORONTO AIRPORT HOTEL & SUITES 2/16/2016 5:49:00 AM

DATE	DESCRIPTION	Cashier ID	Transaction ID	GUEST CHARGES	CREDIT	BALANCE
2/15/2016						
2/15/2016	GUEST ROOM	CGOBO	4365554	$145.00	$168.20	
2/15/2016	HST (13%)-RM	CGOBO	4365554	$18.85		
2/15/2016	DMPF	CGOBO	4365554	$3.85		
2/15/2016	HST (13%)	CGOBO	4365554	$0.50		
2/16/2016	VS		4365780		($218.40)	
			BALANCE			$0.00

	Revenue	Tax
SUMMARY OF TAXES	$0.00	$0.00
HST	$148.85	$19.35
Total Invoice Amount	$195.20	$23.20

You have earned approximately 1419 Hilton HHonors points for this stay. Hilton HHonors(R) stays are posted within 72 hours of checkout. To check your earnings or book your next stay at more than 3,900

Thank you for choosing Hilton. You'll get more when you book directly with us - more destinations, more points, and more value. Book your next stay at hilton.com.

CREDIT CARD DETAIL

APPR CODE	079448	MERCHANT ID	212670
CARD NUMBER	VS	EXP DATE	
TRANSACTION ID	4365780	TRANS TYPE	Sale

GUEST FOLIO

JW MARRIOTT.
WASHINGTON DC

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Room	Name	Rate	Depart	Time	
237	PENTNEY/WILLIAM	179.00	02/17/16	12:00	20757 ACCT#
Type: VK			Arrive: 02/15/16	Time: 20:11	
Room Clerk: 164	Address	Payment			MRW#:

DATE	REFERENCE		CHARGES	CREDITS	BALANCE DUE
02/15	ROOM	237, 1	179.00		
02/15	ROOMTX	237, 1	25.96		
02/16	1331	4765 237	20.50		
02/16	ROOM	237, 1	179.00		
02/16	ROOMTX	237, 1	25.96		
02/17	VS CARD			$430.42	

#2

CURRENT BALANCE .00

------------------- EXP. REPORT SUMMARY -------------------

02/15	ROOM&TAX	204.96
02/16	1331	20.50
	ROOM&TAX	204.96

AS REQUESTED, A FINAL COPY OF YOUR BILL WILL BE EMAILED TO:
TNESRALL@JUSTICE.GC.CA
SEE "INTERNET PRIVACY STATEMENT" ON MARRIOTT.COM

For questions regarding this folio, please call Marriott Business Services toll free 866.435.7627.

To secure your next stay, go to jwmarriott.com

s.19(1)

#3

BLUELINE

Job #

RECEIPT FOR CAB FARE

Amount $40.00 Date Feb 17th

From

To

Cab No. Driver

H.S.T. Included in meter fare

VISA MasterCard AMERICAN EXPRESS Interac

(6)

s.19(1)

Government of Canada / Gouvernement du Canada

Travel Expense Report / Note de Frais de Voyages

Type 2

Travel No. - N° du voyage: ANH123622

Name of Claimant - Nom du demandeur: Hon. Jody Wilson-Raybould

Department - Ministère: Justice Canada

Branch - Direction: Minister's Office

Address - Adresse: EMB 4th Floor

Telephone - Téléphone: 992-4621

Send Cheque to - Envoyer le chèque à l'adresse suivante: EMB 4th Floor

Purpose of Travel - But du voyage: Quintet Meeting in Washington Feb. 15-17 2016

EXPENSES PREPAID BY DEPARTMENT - DÉPENSES PAYÉES À L'AVANCE PAR LE MINISTÈRE

(1) TRANSPORTATION / TRANSPORT	Date / Time of Departure / Heure du départ ▶ 2016-02-15 — Arrival / Arrivé ▶ 2016-02-17	$ 1,600.56
(2) OTHER EXPENSES / AUTRES DÉPENSES ▶		

AUTHORIZED ALLOWANCES - INDEMNITÉS AUTORISÉES

PRIVATE VEHICLE ALLOWANCE / INDEMNITÉ-VÉHICULE PARTICULIER ▶				
PREVIOUSLY CLAIMED THIS FISCAL YEAR / DÉJÀ RÉCLAMÉ PRÉSENT EXERCICE ▶				
THIS CLAIM / INDEMNITÉ DEMANDÉE ▶				

OR-OU	COMPREHENSIVE ALLOWANCE (Accommodation, meals and incidental expenses) / INDEMNITÉ GLOBALE (Logement, Repas et frais divers)	COMPOSITE ALLOWANCE (Meals and incidental expenses for full calendar days only)	INDEMNITÉ DÉTAILLÉE (Repas et frais divers pour les jours de calendrier complets seulement)	
RATE / TAUX ▶	days @ jours	days @ jours	1 days @ jours $ 44.40	$ 44.40
PARTIAL COMPOSITE ALLOWANCES / INDEMNITÉ DÉTAILLÉE PARTIELLE — MEALS / REPAS ▶	Breakfasts / Petits déjeuners @	Lunches / Déjeuners @	2 Dinners / Diners @ $ 102.39	$ 204.78
INCIDENTAL EXPENSES / FRAIS DIVERS ▶	2 days @ jours $ 17.30	1 days @ jours $ 22.78	days @ jours	$ 57.38
OTHER ALLOWANCES (Specify) / AUTRES INDEMNITES (Précisez lesquelles)				

EXPENSES NOT INCLUDED ABOVE - DÉPENSES AUTRES QUE CI-DESSUS

	Vr. No. - P. N°	
(3) Vehicle Rental / Location de véhicule ▶		
(4) Public Transportation / Transport en commun ▶		
(5) Accommodation / Logement ▶		
(6) Meals / Repas ▶		
(7) All Other Expenses (Specify) / Autres (précisez) ▶		

I certify that the amounts included in this claim were incurred on authorized government business travel. / Je certifie que les montants faisant l'objet de la présente réclamation constituent des dépenses entraînées par des voyages pour affaires officielles.

Signature (Claimant - Demandeur) — Date Y-A M D-J

Certified pursuant to section 34 ... / Certifié en vertu de l'article 34 ... la gestion des ... bliques

Signature — Date Y-A M D-J

Total Expenses	Total des dépenses	$ 1,907.12
Less Total 1 and 2 Above	Moins le total des paragraphes 1 et 2	$ 1,600.56
Total Claimed	Total Demandé	$ 306.56
Less Advance	Moins L'avance	
Amount due Receiver General of Canada	Total dû au Receveur général du Canada	
AMOUNT DUE CLAIMANT	TOTAL DÛ AU REQUÉRANT	$ 306.56

Type Particulars - Details
3

No hotel charges as one night was paid on Michelle Douglas corporate card and the other night the Minister had a voucher for a hotel from Air Canada as there was an ice storm that night and

PAYMENT RECORD - ENREGISTREMENT DU PAIEMENT

Type	2 Sub Type	5 P.R.I. CIDP	8 Amount - Montant	14 Requisition No. / N° de la demande	15 Supplier Indicator / Indicateur du fournisseur	17 Due Date / Date d'échéance Y-A M D-J
7	80		312.04		0	

Type 4 — ACCOUNTING INFORMATION - RENSEIGNEMENTS DE LA COMPTABILITÉ

2 Sub Type	3 Dept. Ref. No. / N° de réf. min.	5 Coding - Codage	6 Amount - Montant	CR-CT
	400073696	11050-4010-1524		
7 Description			8 Fin. Encumbrance No. / N° de la charge financière	
2	3	5	6	
7			8	
2	3	5	6	
7			8	

Dept. Pre-Audit and Account Verification. / Vérification de la comptabilité au niveau du ministère — Signature

Verified correct - Vérifié conforme — Signature

TOTAL ▶

Requisitioned for payment pursuant to section 33 of the Financial Administration Act and Certified in accordance with section 7 of the Payment Requisitioning Regulations / Demandé pour paiement conformément à l'article 33 de la Loi sur la gestion des finances publiques, et certifié aux termes de l'article 7 du Règlement sur les réquisitions de paiements. — Signature

Services Officer - Agent des services — Signature

20 Cheque No. - N° de chèque — 21 Date Y-A M D-J

GC 73 (2014/03) 7540-21-910-7366

Record of Travel Expenses

Personal Record Identifier	Travel Number
Vendor	ANH123622
Name	
Hon. Jody Wilson Raybould	

s.19(1)

DATE	ARRIVAL TIME-DEPART URE	DETAILS	DISTANCE Miles/KM	PREPAID Transpo-rtation	PREPAID Other	OUT OF POCKET Transpor-tation	OUT OF POCKET Accomm-odation	OUT OF POCKET Meals	OUT OF POCKET Other
2016-02-15	15:13	Flight		1,530.50					
		Flight Fees		70.06					
		Dinner & Inc.						44.40	17.30
2016-02-16		Hotel @ 1.317							
		Breakfast, Lunch, Dinner & Inc.						102.38	17.30
2016-02-17		Hotel - Corporate MCrd							
		Breakfast, Lunch, Dinner & Inc.						102.38	22.78
			TOTAL	1,600.56	0.00	0.00	0.00	249.16	57.38

Travel Expenses

Traveler's Name: JWR
Trip Purpose: Quintet Meetings
Destination: Washington, DC, USA
Departure date: Feb 15
Return date: Feb 17

Departure time (from home/work): 4:00 pm
Are meals provided on flight/train: Yes / No (circled: No)

Multiple destination details:
Are meals provided on flight/train: Yes / No

Arrival time (end of travel status):
Are meals provided on flight/train: Yes / No (circled: No)

Allocation - Claimed Meals & Incidental

DATE	BREAKFAST	LUNCH	DINNER	INCIDENTALS
Feb 15			✓	✓
Feb 16	✓	✓	✓	✓
Feb 17	✓	✓	✓	✓

@ 1.317

102.90

Additional comments

the second night was charged to Michelle Douglas credit card. We will be doing a manual correction "SVD" to the Minister's budget once the expense is done.

PLEASE ATTACH RECEIPTS	Provided
Accommodation	✓
Taxies	
Other	

Completed by: [signature]
Date:

BANK OF CANADA
BANQUE DU CANADA

10-Year Currency Converter

Important Notice: Effective 1 March 2017, Bank of Canada exchange rates are changing

For more information, see the related **press release** (http://www.bankofcanada.ca/2016/02/bank-canada-announces-future-changes-published-foreign-exchange-rate-data/) and **background information** (http://www.bankofcanada.ca/rates/exchange/upcoming-changes-published-bank-canada-foreign-exchange-rates/) .

Terms and Conditions

All Bank of Canada exchange rates are indicative rates only, obtained from averages of transaction prices and price quotes from financial institutions. Please read our full **terms and conditions** (http://www.bankofcanada.ca/terms/#fx-rates) for details.

Conversions are based on Bank of Canada nominal noon exchange rates, which are published each business day at about 12:30 ET.

View or save this data in: SDMX, XML, CSV

View data for the past:

- 1 week
- 2 weeks
- 1 month
- 3 months
- 6 months
- 1 year

77.75 USD (U.S. dollar (noon))

CAD (Canadian Dollar)

Low	2016-03-17	1.2984
High	2016-03-16	1.3362

Date	CAD = Canadian Dollar	Exchange rate
2016-03-15	103.87 CAD	1.3359 [0.7486]
2016-03-16	103.89 CAD	1.3362 [0.7484]
2016-03-17	100.95 CAD	1.2984 [0.7702]

0• C
1•3359 +
1•2984 +
2•634 *
2•634 ÷
2• =
1•317 *
1•317 x
77•75 =
102•397 *
0• C
1•317 x
44•40 =
58•475 *
0• C
1•317 x
17•3 =
22•784 *

See Also

Daily Currency Converter (http://www.bankofcanada.ca/rates/exchange

Why is the Currency I'm Looking for Not Listed Here?

The Bank currently collects data for about 55 foreign currencies. This d a research interest in foreign exchange markets, and represents a sam regions. It is not meant to be an exhaustive listing of all world currencie

Are the Exchange Rates Shown Here Accepted by Ca[illegible]

Yes. The Agency accepts Bank of Canada exchange rates as the basis for calculations involving income and expenses that are denominated in foreign currencies.

JW MARRIOTT.
WASHINGTON DC

GUEST FOLIO

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550 WILSONRAYBOULD/JODY 179.00 02/17/16 12:00 20800

Room: GK | Name | Rate | Depart: 02/16/16 | Time: 16:33 | ACCT#

Type: 164 | Arrive | Time | MRW#:

Room Clerk | Address | Payment

DATE	REFERENCE		CHARGES	CREDITS	BALANCE DUE
02/15	CCARD-MC			204.96	
02/16	ROOM	550, 1	179.00		
02/16	ROOMTX	550, 1	25.96		
					$.00

------------------- EXP. REPORT SUMMARY -------------------

02/16 ROOM&TAX 204.96

AS REQUESTED, A FINAL COPY OF YOUR BILL WILL BE EMAILED TO:
TNESRALL@JUSTICE.GC.CA
SEE "INTERNET PRIVACY STATEMENT" ON MARRIOTT.COM

Prepaid BMO Mcd.

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204•96 x
1•317 =
269•932 *

taxi toronto.

For questions regarding this folio, please call Marriott Business Services toll free 866.435.7627.

To secure your next stay, go to jwmarriott.com

Sheridan, Kathleen (DMO)

s.18(a)

From: Thanks for staying! <efolio@marriott.com>
Sent: April-04-16 10:32 AM
To: Sheridan, Kathleen (DMO)
Subject: Your Feb 16, 2016 - Feb 17, 2016 stay at the JW Marriott Washington, DC

Thank you for choosing the JW Marriott Washington, DC for your recent stay.

As requested, below is a billing summary or adjustment for your stay. **If you have questions about your bill**, please contact us at (866) 435-7627 or mbs.customer.svc@marriott.com.

Make another reservation on Marriott.com >>

Marriott Rewards members may receive this email automatically after every stay.

Join Marriott Rewards today >>

Summary of Your Stay

Hotel: JW Marriott Washington, DC
1331 Pennsylvania Avenue NW
Washington, District Of Columbia 20004
USA
(202) 393-2000

Guest: WILSONRAYBOULD/JODY
XXX
XXX, NE 11111
USA

Dates of stay: Feb 16, 2016 - Feb 17, 2016
Guest number: 20800
Marriott Rewards number: None

Room number: 550
Group number:

Date	Description	Reference	Charges	Credits
02/15/16	ROOMGNS	GNS	0.00	
02/15/16	ROOMTX	GNS	0.00	
02/15/16	Payment - MasterCard			204.96
02/16/16	ROOM	550, 1	179.00	
02/16/16	ROOMTX	550, 1	25.96	
Total balance				**0.00** USD

Treat yourself to the comfort of Marriott Hotels in your home.

Important Information

s.18(a)

s.19(1)

STS SVP
Shared Travel Services / Services de voyage partagés

HRG

E-Ticket Itinerary Receipt and Invoice

05 February 2016

THANK YOU FOR BOOKING WITH THE HOGG ROBINSON GROUP (HRG) GOVERNMENT OF CANADA TRAVEL SERVICES. THIS DOCUMENTATION CONFIRMS YOUR TRAVEL ARRANGEMENTS.

THE INFORMATION CONTAINED IN THIS DOCUMENT IS PROVIDED BY HRG NORTH AMERICA VIA TRAVELPORT AND OTHER THIRD-PARTY VENDORS. AS SUCH, SOME CONTENT IS AVAILABLE IN ENGLISH ONLY.

PLEASE REVIEW TO ENSURE THAT ALL INFORMATION IS CORRECT.

TRAVELLERS ARE RESPONSIBLE FOR VERIFYING THEIR TRAVEL DOCUMENTS UPON RECEIPT.

ACCEPTANCE OF YOUR ITINERARY CONSTITUTES AGREEMENT WITH ITS CONTENTS.

ANY DISCREPANCY MUST BE REPORTED TO HRG NORTH AMERICA PRIOR TO 8PM EST THE SAME BUSINESS DAY.

HRG WILL NOT INCREASE THE PRICE AFTER TICKET ISSUANCE.

Itinerary details

Trip locator:	LXP9XU
Traveller:	JODY RT HON WILSONRAYBOULD

Account references

Traveller Category :	Non Public Servants
Travel Directive Module :	M3T - Transborder - Overnight stay
THCEE Trip Category :	Core Mandate
Trip Purpose :	Core Mandate - Meetings
TAN :	ANH123622
Rationale for not using virtual presence :	Cost saving of alternatives is marginal or nil

Itinerary summary

Traffic	Date	From-to/location	Supplier	Times	Class/room	Status
✈	15 Feb 2016	YOW - DCA	AC8452	17:30-19:16	Economy	Booked
✈	17 Feb 2016	DCA - YOW	AC8453	20:00-21:29	Economy	Booked

Frequent flyer cards:

AC 463 1800 – 1920
AC 7620 20:55-2221

LZZPR
Air

E-ticket 1

Invoice number:	53245
Traveller name:	WILSONRAYBOULD/J
Ticket number:	0141612700607
Route:	Ottawa Intl Airport, Ottawa - Ronald Reagan National, Washington - Ottawa Intl Airport, Ottawa
Fare amount:	1338.00 CAD
Taxes:	12.10 CA / 67.51 XG / 112.89 XT
Ticket amount:	1530.50 CAD
Issuing agency:	67524192
Date of issue:	05 February 2016
Form of payment:	
Endorsements:	GOC-ACJV

Air Canada
Operated By: Air Canada Express - Jazz
Flight # AC8452

Booking reference: LZZPRI
Status: Booked

Departing:	Ottawa Intl Airport, Ottawa, Canada (YOW)
Date/time:	15 February 2016, 17:30
Arriving:	Ronald Reagan National, Washington, United States (DCA), Terminal A
Date/time:	15 February 2016, 19:16
Duration:	1h46m
Aircraft:	Canadair Regional Jet Narrowbody Jet
Cabin class:	Economy (B)
Seat:	06D
Baggage allowance:	0PC

Add to calendar

Remarks
BEST AVAILABLE FARE WAS BOOKED. NO PENALTIES OR
RESTRICTIONS APPLY.
FOR A RE-ISSUE FEE PLUS FARE DIFFERENCE. CHANGES
MUST BE MADE PRIOR TO ORIGINAL TRAVEL DATE AND
FLIGHT TIME OR VALUE OF TICKET WILL BE FORFEITED.

Air Canada
Operated By: Air Canada Express - Jazz
Flight # AC8453

Booking reference: LZZPRI
Status: Booked

Departing:	Ronald Reagan National, Washington, United States (DCA), Terminal A
Date/time:	17 February 2016, 20:00
Arriving:	Ottawa Intl Airport, Ottawa, Canada (YOW)
Date/time:	17 February 2016, 21:29
Duration:	1h29m
Aircraft:	Canadair Regional Jet Narrowbody Jet
Cabin class:	Economy (L)
Baggage allowance:	0PC

Add to calendar

Remarks
THIS TICKET IS NON-REFUNDABLE. CHANGES ARE PERMITTED
REISSUE FEE OF 200.00 USD
APPLIES TO AIR CANADA FOR AIR CANADA.
REISSUE FEE OF 200.00 USD
APPLIES TO AIR CANADA FOR AIR CANADA.

Fare details

Fare accepted:	1338.00 CAD
Taxes and fees:	12.10 CA / 23.00 SQ / 7.80 AY / 49.80 US / 5.50 XA / 6.30 XF / 9.80 XY / 7.70 YC / 2.99 RC / 67.51 XG
Total amount:	1530.50 CAD
Fare routing:	YOW - DCA DCA - YOW

Service Fees

Fee 1 Base:	62.00 CAD
Fee 1 Taxes:	8.06 CAD HST
Fee 1 Total:	70.06 CAD

GENERAL INFORMATION
THE US DEPARTMENT OF TRANSPORTATION ADVISES THAT
WHEN TRAVELLING TO CERTAIN DESTINATIONS THE AIRCRAFTS
PASSENGER CABIN WILL BE TREATED WITH INSECTICIDES
PLEASE REVIEW THE FOLLOWING SITE FOR AN UPDATED LIST
OF FLIGHTS WHERE THIS WILL OCCUR
WWW.DOT.GOV/OFFICE-POLICY/AVIATION-POLICY
/AIRCRAFT-DISINSECTION-REQUIREMENTS

GST REGISTRATION NO. R136445095 QST REGISTRATION NO. TVQ M1015857826

GST is represented by tax code XG; HST is represented by tax code RC; QST is represented by tax code XQ.

Travel Request

Travel Request Name: 0G4F8A4

Traveller Name:	*JODY RT HON WILSONRAYBOULD*	**Offline TAN:**	*ANH123622*
TIN:	*A414708*	**Fiscal Year:**	*2015-2016*
Prepared By:	*Jody Wilson Raybould*	**Travel Outside Default Division:**	*N*
Policy Module:	*M3T - Transborder - Overnight Stay*	**Blanket Travel Authority Applied:**	*No*
Trip Purpose:	*Core Mandate - Meetings*	**Vendor Code:**	*42152054*
Other Trip Purpose:		**N/A:**	
Alternative To Travel:	*Cost saving of alternatives is marginal or nil*	**N/A:**	
Travel Start Date:	*17/02/2016*	**N/A:**	
Travel End Date:	*17/02/2016*	**N/A:**	
Approval Status:	*Approved*	**N/A:**	
Primary Location:		**Event:**	
Secondary Location:			

Comments:

0G4F8A4

Travel Request Summary

Expense Summary	
Total non-reimbursable expenses:	1,530.50
Total reimbursable expenses:	1,425.46
	2,955.96

Advance Summary	
Travel advance:	0.00

Non-Reimbursable Expenses

Expense Type		Amount
Commercial Air (estimate direct from OBT) Air Canada	1524 - 11020 - 0130 - 4010 - 15 - - 3003 -	1,530.50
	Total non-reimbursable expenses	1,530.50

Reimbursable Expenses

Expense Type	Amount

Expense Type		Amount
11) Taxi	1524 - 11020 - 0130 - 4010 - 15 - - 3003 -	300.00
16) Commercial Accommodation Marriott Conference Centers	1524 - 11020 - 0130 - 4010 - 15 - - 3003 -	800.00
2) Allowance: Meals, Incidentals & Private Accommodation	1524 - 11020 - 0130 - 4010 - 15 - - 3003 -	325.46
	Total reimbursable expenses	1,425.46

Financial Coding Summary

Financial Coding	Total Excl. Tax	Total Incl. Tax
1524 - 11020 - 0130 - 4010 - 15 - - 3003 -	2,955.96	2,955.96

Approval History

Date And Time	Approver	Approval Status	Comment
12/02/2016 15:30:04	Offline Booking Process	Approved	

Itinerary Details

PNR:	*LXP9XU*	Traveller Type:	*Minister*
Trip Status:	*Booked*	Primary Trip Purpose:	*Core Mandate - Meetings*

Flight

(CAD) 1,530.50

AC Air Canada Ottawa Intl Arpt, Ottawa, Canada — Ronald...

Booking Ref: LZZPRI

Flight	Departure	Arrival	Class
8452	Ottawa Intl Arpt, Ottawa, Canada 15/02/2016 17:30	Ronald Reagan National, Washington, United States 15/02/2016 19:16	Economy

Mileage: 0 | Total CO_2 Emissions: 0

AC Air Canada Ottawa Intl Arpt, Ottawa, Canada — Ronald... Booking Ref: LZZPRI

History

Flight	Departure	Arrival	Class	Changed On
8452	Ottawa Intl Arpt, Ottawa, Canada 15/02/2016 17:30	Ronald Reagan National, Washington, United States 15/02/2016 19:16	Economy	15/02/2016 14:38
8452	Ottawa Intl Arpt, Ottawa, Canada 15/02/2016 17:30	Ronald Reagan National, Washington, United States 15/02/2016 19:16	Economy	13/02/2016 00:52
8452	Ottawa Intl Arpt, Ottawa, Canada 15/02/2016 17:30	Ronald Reagan National, Washington, United States 15/02/2016 19:16	Economy	10/02/2016 15:09
8452	Ottawa Intl Arpt, Ottawa, Canada 15/02/2016 17:30	Ronald Reagan National, Washington, United States 15/02/2016 19:16	Economy	05/02/2016 20:55

Payment Method: DTEC Cost 1,530.50

AC Air Canada Ronald Reagan National, Washington, Unit... Booking Ref: LZZPRI

Flight	Departure	Arrival	Class
8453	Ronald Reagan National, Washington, United States 17/02/2016 20:00	Ottawa Intl Arpt, Ottawa, Canada 17/02/2016 21:29	Economy

Mileage: 0 | Total CO_2 Emissions: 0

History

Flight	Departure	Arrival	Class	Changed On
8453	Ronald Reagan National, Washington, United States 17/02/2016 20:00	Ottawa Intl Arpt, Ottawa, Canada 17/02/2016 21:29	Economy	15/02/2016 14:38
8453	Ronald Reagan National, Washington, United States 17/02/2016 20:00	Ottawa Intl Arpt, Ottawa, Canada 17/02/2016 21:29	Economy	13/02/2016 00:52
8453	Ronald Reagan National, Washington, United States 17/02/2016 20:00	Ottawa Intl Arpt, Ottawa, Canada 17/02/2016 21:29	Economy	10/02/2016 15:09
8453	Ronald Reagan National, Washington, United States 17/02/2016 20:00	Ottawa Intl Arpt, Ottawa, Canada 17/02/2016 21:29	Economy	05/02/2016 20:55

Payment Method: DTEC Cost 0.00

Total Itinerary Cost (CAD) 1,530.50

Signatures

I have access to the Treasury Board Travel Policy (internal policy for separate employers) and accept the terms and conditions of travel that are in accordance with current policy.

Traveller Name *JODY RT HON WILSONRAYBOULD* **Submit Date** *12/02/2016*

Signature

Submitted on behalf of the Traveller.

Delegate Name *Kathleen Sheridan* **Submit Date** *12/02/2016*

Signature

Certified pursuant to section 32 of the Financial Administration Act.

Approver Name Hon. Jody Wilson-Raybould **Approval Date** ____________

Signature

Gary Breen and Associates

Telephone 613-225-6740
Fax 613-225-2281

41 Saddlebrook Street
Nepean, Ontario, K2G 5N5

INVOICE

Date... February 15, 2016

Sent To ... Stéphanie Poliquin
Chief of Staff to the Deputy Minister
284 Wellington Street, Room 4097
Ottawa, Ontario
K1A 0H8

Service ... Contract # 4500120758
Provide strategic communications advice re internal management issues:

- Initial research on organization
- 2 meetings in client's office
- 1 telephone consultation
- Four sets of comments

Total = 15 Hours

Amount ... 15 Hours @ $160 = $2,400 plus HST of $312
Total = $2,712
HST Number 894225358

Due Date... 30 Days

G-R-5200 24 Sb015

Department of Justice Canada | Ministère de la Justice Canada

HOSPITALITY CLAIM
DEMANDE DE REMBOURSEMENT DE DÉPENSES D'ACCUEIL

s.19(1)

Function - L'évènement	Date of Function / Date de l'évènement (Y-A M D-J)	Place(s) of Function - Lieu(x) de l'évènement
Working dinner	2016 02 18	284 Wellington Street Ottawa ON

Date	Type	Participants		Actual Cost - Coût réel		A
		Gov't of Canada / Gouv. du Canada	Others / Autres	Total Attendees / Total des prticipants	Per Capita Cost / Coût individuel	Total Cost / Coût total
Feb 18	dinner	10		10	$37.10	$371.77
				Totals / Totaux	$37.10	$371.77

Date	Type (Other than food & beverage) / Type (Autres que nourriture et boissons)	Number of Items / Nombre d'articles	Cost per Item / Coût par article	B Total Cost / Coût total	A+B Total Hospitality Cost / Coût total de l'accueil
					$371.77

Remarks - Remarques

Participants

- Minister Jody Wilson-Raybould
- Bill Blair, Parliamentary Secretary to the Minister of Justice
- [redacted] Director Political Operations - Justice
- [redacted] Senior Policy Advisor - Justice
- Pierre Legault, Associate Deputy Minister

- Minister Jane Philpott - Health Canada
- Simon Kennedy, Deputy Minister - Health Canada
- [redacted] Chief of Staff - Health Canada
- Minister Ralph Goodale - Public Safety
- Kathy Thompson, Assistant Deputy Minister - Public Safety

Payee Name - Nom du bénéficiaire						Vendor Code - Code fournisseur	
Traiteur Épicure						135422	
Commitment No. / N° d'engagement	Cost Center / Centre de coût	Fund - Fonds	Functional Area / Domaine fonctionnel	Order - Ordre	GL - Compte général (2015 / 2401)	Amount including Tax / Montant incluant taxe	GST / HST / TPS / TVH
300257568	11050	15	4010		2401	371.77	42.77

Payee Name - Nom du bénéficiaire						Vendor Code - Code fournisseur	
Commitment No. / N° d'engagement	Cost Center / Centre de coût	Fund - Fonds	Functional Area / Domaine fonctionnel	Order - Ordre	GL - Compte général (2015 / 2401)	Amount including Tax / Montant incluant taxe	GST / HST / TPS / TVH

Prepared by (*Type or print*) - Préparé par (*Dactylographier ou en caractères d'imprimerie*)	Tel. No. - N° de tél.	Date
Danielle Vaillancourt	960-1138	2016-03-10

Certified pursuant to Section 34 of the *Financial Administration Act*. Certifié en vertu de l'article 34 de la *Loi sur la gestion des finances publiques*.

Title - Titre

Jody Wilson-Raybould, Minister of Justice

Signature — Date: 15 MARS 2016

JUS 145-2 (2011/11)

Épicure
TRAITEUR | CATERING

8629820 Canada Inc.
Facture105267
Date: 2016-02-18
Plateaux

Justice Canada
284 Wellington

Ottawa On

10	Crudité et trempette maison @ 2,50	25,00 $
10	Fromage fin du Québec @ 5,00	50,00 $
10	Charcuterie Européenne et pâté / terrines avec accompagnement @ 4,25	42,50 $
10	Fruits frais et desserts @ 3,75	37,50 $
10	Salade mesclun, légumes, poulet et vinaigrette choix du Chef @ 4,00	40,00 $
10	Salade de légumineuses choix du Chef @ 4,00	40,00 $
10	Café, thé, infusions @ 1,95	19,50 $
10	Boissons variées @ 1,95	19,50 $
10	Couverts (5 items) @ 2,00	20,00 $
1	Livraison - Installation - Récupération @ 35,00	35,00 $
	Sous-total	329,00 $
	Frais de service	0,00 $
	Taxes	42,77 $
	Total	371,77 $
	Payé	0,00 $
	Solde	371,77 $

Détail des taxes	
TVH	42,77 $
Total	42,77 $

0,00 $: #859987216
0,00 $: #1213227935

Merci d'avoir utilisé nos services

200, boul. de la Technologie, suite 200, Gatineau, Qc, J8Z 3H6
Tél: (819) 775-3555 - Télec: (819) 775-3444 - www.traiteurepicure.ca

s.19(1)

Vaillancourt, Danielle

From: Administration <administration@traiteurepicure.ca>
Sent: 2016-Feb-19 10:42 AM
To: Vaillancourt, Danielle
Subject: Facture 105267
Attachments: Facture 105267.pdf

Bonjour!

Voici votre facture pour votre événement d'hier, merci de procéder au paiement.

Bonne journée,

Épicure
TRAITEUR | CATERING

200, boul de la technologie
Gatineau QC J8Z 3H6
819-775-3555
www.traiteurepicure.ca

(8)

s.19(1)

Government of Canada / Gouvernement du Canada

Travel Expense Report / Note de Frais de Voyages

Type 2

Travel No. - N° du voyage: Feb. 19 - AHN102875

Name of Claimant - Nom du demandeur: Hon. Jody Wilson-Raybould

Department - Ministère: Justice Canada

Branch - Direction: Minister's Office

Send Cheque to - Envoyer le chèque à l'adresse suivante: EMB 4th Floor

Address - Adresse: EMB 4th Floor

Telephone - Téléphone: 992-4621

Purpose of Travel - But du voyage: Regular Business - Feb. 19, 2016

EXPENSES PREPAID BY DEPARTMENT - DÉPENSES PAYÉES À L'AVANCE PAR LE MINISTÈRE

(1) TRANSPORTATION / TRANSPORT ▶ Date / Time of Departure / Heure du départ ▶ 2016-02-19 — Arrival / Arrivé ▶ 2016-02-19 — $ 1,240.71

(2) OTHER EXPENSES / AUTRES DÉPENSES ▶

AUTHORIZED ALLOWANCES - INDEMNITÉS AUTORISÉES

PRIVATE VEHICLE ALLOWANCE / INDEMNITÉ-VÉHICULE PARTICULIER ▶

PREVIOUSLY CLAIMED THIS FISCAL YEAR / DÉJÀ RÉCLAMÉ PRÉSENT EXERCICE ▶

THIS CLAIM / INDEMNITÉ DEMANDÉE ▶

OR-OU — COMPREHENSIVE ALLOWANCE (Accommodation, meals and incidental expenses) / INDEMNITÉ GLOBALE (Logement, Repas et frais divers) — COMPOSITE ALLOWANCE (Meals and incidental expenses for full calendar days only) / INDEMNITÉ DÉTAILLÉE (Repas et frais divers pour les jours de calendrier complets seulement)

					Total
RATE / TAUX ▶		days @ / jours	days @ / jours	days @ / jours	$ 0.00
PARTIAL COMPOSITE ALLOWANCES / INDEMNITÉ DÉTAILLÉE PARTIELLE ▶	MEALS / REPAS ▶	1 Breakfasts / Petits déjeuners @ $ 16.55	1 Lunches / Déjeuners @ $ 16.80	1 Dinners / Dîners @ $ 44.40	$ 77.75
	INCIDENTAL EXPENSES / FRAIS DIVERS ▶	0 days @ / jours $ 17.30	days @ / jours	days @ / jours	$ 0.00

OTHER ALLOWANCES (Specify) / AUTRES INDEMNITÉS (Précisez lesquelles)

EXPENSES NOT INCLUDED ABOVE - DÉPENSES AUTRES QUE CI-DESSUS

		Vr. No. - P. N°	
(3) Vehicle Rental / Location de véhicule ▶			
(4) Public Transportation / Transport en commun ▶			
(5) Accommodation / Logement ▶			
(6) Meals / Repas ▶			
(7) All Other Expenses (Specify) / Autres (précisez) ▶			

I certify that the amounts included in this claim were incurred on authorized government business travel. / Je certifie que les montants faisant l'objet de la présente réclamation constituent des dépenses entraînées par des voyages pour affaires officielles.

Signature (Claimant - Demandeur) — Date Y-A M D-J

Certified pursuant to section 34 / Certifié en vertu de l'article 34 sur la gestion des finances publiques — Signature — Date Y-A M D-J

Total Expenses	Total des dépenses	$ 1,318.46
Less Total 1 and 2 Above	Moins le total des paragraphes 1 et 2	$ 1,240.71
Total Claimed	Total Demandé	$ 77.75
Less Advance	Moins L'avance	
Amount due Receiver General of Canada	Total dû au Receveur général du Canada	
AMOUNT DUE CLAIMANT	TOTAL DÛ AU REQUÉRANT	$ 77.75

Type Particulars - Details: 3

PAYMENT RECORD - ENREGISTREMENT DU PAIEMENT

Type	2 Sub Type	5 P.R.I. CIDP	8 Amount - Montant	14 Requisition No. / N° de la demande	15 Supplier Indicator / Indicateur du fournisseur	17 Due Date / Date d'échéance Y-A M D-J
7	80		77.75		0	

Type 4 — ACCOUNTING INFORMATION - RENSEIGNEMENTS DE LA COMPTABILITÉ

2 Sub Type	3 Dept. Ref. No. / N° de réf. min.	5 Coding - Codage	6 Amount - Montant	CR-CT
	30025860~~2~~ 43	11050-4010-1524		
	7 Description		8 Fin. Encumbrance No. / N° de la charge financière	
2	3	5	6	
	7		8	
2	3	5	6	
	7		8	

Dept. Pre-Audit and Account Verification. / Vérification de la comptabilité au niveau du ministère — Signature

Verified correct - Vérifié conforme — Signature

TOTAL ▶

Requisitioned for payment pursuant to section 33 of the Financial Administration Act and Certified in accordance with section 7 of the Payment Requisitioning Regulations / Demandé pour paiement conformément à l'article 33 de la Loi sur la gestion des finances publiques, et certifié aux termes de l'article 7 du Règlement sur les réquisitions de paiements. — Signature

Services Officer - Agent des services — Signature

20 Cheque No. - N° de chèque — 21 Date Y-A M D-J

GC 73 (2014/03) 7540-21-910-7366

s.19(1)

Department of Justice Canada | Ministère de la Justice Canada

REF #:
Date:
Doc #:

Annex 9B – Commitment – Travel Regular (300)

TAXES EXCLUDED

Commitments – Travel HRG — PAYE 2015-2016

Engagements – Voyage HRG — CAFE 2015-2016

Name of Payee / Nom du Bénéficiaire	Commitment / Engagement	Line No. / Ligne	CODING / CODAGE					Total Amount / Montant Total	TAN / NAV	Air Fare / Coût du billet d'avion
			GL Account / Compte GL	Cost Center / Centre de coût	Fund / Fonds	Funct. Area / Dom. fonctionnel	Order No. / Numéro de projet			
Hon. Jody Wilson-Raybould	300258643	01	1524	11050	15	4010		77.75	ANH 102875	
Hon. Jody Wilson-Raybould	300258643	02	1524	11050	15	4010			ANH 102875	1,240.71

Certified pursuant to section 34 of the Financial Administration Act
Certifié en vertu de l'article 34 de la Loi sur la gestion des finances publiques

Name

Joelle Landry
Administrator/administrateur

941.6042
Admin : Telephone No/Numéro de téléphone

Record of Travel Expenses

s.19(1)

Personal Record Identifier Vendor	Travel Number ANH102875
Name Hon. Jody Wilson Raybould	

DATE	ARRIVAL TIME-DEPART URE	DETAILS	DISTANCE Miles/KM	PREPAID		OUT OF POCKET			
				Transpo-rtation	Other	Transpor-tation	Accomm-odation	Meals	Other
2016-02-19		Breakfast, dinner & Inc.						77.75	
		Flew to Quebec		1,140.65					
		Fees		70.06					
			TOTAL	1,210.71	0.00	0.00	0.00	77.75	0.00

STS✱SVP
Shared Travel Services / Services de voyage partagés

HRG

s.18(a)
s.19(1)

E-Ticket Itinerary Receipt and Invoice

09 February 2016

THANK YOU FOR BOOKING WITH THE HOGG ROBINSON GROUP (HRG) GOVERNMENT OF CANADA TRAVEL SERVICES. THIS DOCUMENTATION CONFIRMS YOUR TRAVEL ARRANGEMENTS.

THE INFORMATION CONTAINED IN THIS DOCUMENT IS PROVIDED BY HRG NORTH AMERICA VIA TRAVELPORT AND OTHER THIRD-PARTY VENDORS. AS SUCH, SOME CONTENT IS AVAILABLE IN ENGLISH ONLY.

PLEASE REVIEW TO ENSURE THAT ALL INFORMATION IS CORRECT.

TRAVELLERS ARE RESPONSIBLE FOR VERIFYING THEIR TRAVEL DOCUMENTS UPON RECEIPT.

ACCEPTANCE OF YOUR ITINERARY CONSTITUTES AGREEMENT WITH ITS CONTENTS.

ANY DISCREPANCY MUST BE REPORTED TO HRG NORTH AMERICA PRIOR TO 8PM EST THE SAME BUSINESS DAY.

HRG WILL NOT INCREASE THE PRICE AFTER TICKET ISSUANCE.

Itinerary details

Trip locator:	VL0Q88
Traveller:	JODY RT HON WILSONRAYBOULD

Account references

Traveller Category :	Non Public Servants
Travel Directive Module :	M3D - Domestic - Overnight stay
THCEE Trip Category :	Core Mandate
Trip Purpose :	Core Mandate - Other
TAN :	ANH102875
Rationale for not using virtual presence :	Personal attendance required

Itinerary summary

Traffic	Date	From-to/location	Supplier	Times	Class/room	Status
✈	19 Feb 2016	YOW - YQB	AC8746	09:55-11:02	Economy	Booked
✈	19 Feb 2016	YQB - YUL	AC8725	18:00-18:53	Economy	Booked
✈	19 Feb 2016	YUL - YOW	AC8985	20:50-21:36	Economy	Booked

Frequent flyer cards:

E-ticket 1

Invoice number:	57591
Traveller name:	WILSONRAYBOULD/J
Ticket number:	0141612775016
Route:	Ottawa Intl Airport, Ottawa - Québec/Jean Lesage International, Quebec - Montreal Trudeau, Montreal - Ottawa Intl Airport, Ottawa
Fare amount:	938.60 CAD
Taxes:	14.25 CA / 1.65 XG / 186.15 XT
Ticket amount:	1140.65 CAD
Issuing agency:	67524192
Date of issue:	09 February 2016
Form of payment:	
Endorsements:	GOC-ACJV

Air Canada
Operated By: Air Canada Express - Jazz
Flight # AC8746

Booking reference: M8UH5Z
Status: Booked

Departing:	Ottawa Intl Airport, Ottawa, Canada (YOW)
Date/time:	19 February 2016, 09:55
Arriving:	Québec/Jean Lesage International, Quebec, Canada (YQB)
Date/time:	19 February 2016, 11:02
Duration:	1h7m
Aircraft:	De Havilland DHC-8 100 Narrowbody Turboprop
Cabin class:	Economy (B)
Baggage allowance:	2PC

Add to calendar

Air Canada
Operated By: Air Canada Express - Jazz
Flight # AC8725

Booking reference: M8UH5Z
Status: Booked

Departing:	Québec/Jean Lesage International, Quebec, Canada (YQB)
Date/time:	19 February 2016, 18:00
Arriving:	Montreal Trudeau, Montreal, Canada (YUL)
Date/time:	19 February 2016, 18:53
Duration:	0h53m
Aircraft:	De Havilland DHC-8 Series 300 Narrowbody Turboprop
Cabin class:	Economy (B)
Seat:	01D
Baggage allowance:	2PC

Add to calendar

Air Canada
Operated By: Air Canada Express - Jazz
Flight # AC8985

Booking reference: M8UH5Z
Status: Booked

Departing:	Montreal Trudeau, Montreal, Canada (YUL)
Date/time:	19 February 2016, 20:50
Arriving:	Ottawa Intl Airport, Ottawa, Canada (YOW)
Date/time:	19 February 2016, 21:36
Duration:	0h46m
Aircraft:	De Havilland DHC-8 100 Narrowbody Turboprop
Cabin class:	Economy (B)
Seat:	04D
Baggage allowance:	2PC

Add to calendar

Fare details

Fare accepted:	938.60 CAD
Taxes and fees:	14.25 CA / 56.00 SQ / 126.86 RC / 1.65 XG / 3.29 XQ
Total amount:	1140.65 CAD
Fare routing:	YOW - YQB YQB - YUL YUL - YOW

Service Fees

Fee 1 Base:	62.00 CAD
Fee 1 Taxes:	8.06 CAD HST
Fee 1 Total:	70.06 CAD

GENERAL INFORMATION
CHANGES ARE PERMITTED AND A CHANGE FEE DOES NOT APPLY
TICKETS ARE FULLY REFUNDABLE AND NON-TRANSFERABLE

GST REGISTRATION NO. R136445095 QST REGISTRATION NO. TVQ M1015857826

GST is represented by tax code XG; HST is represented by tax code RC; QST is represented by tax code XQ.

FOR ASSISTANCE OR IN TRANSIT EMERGENCY SERVICE PLEASE CONTACT HRG ANYTIME AT 1-866-857-3578 WITHIN NORTH AMERICA OR FROM OUTSIDE CANADA / USA; CALL COLLECT AT 1-613-822-3873.

FOR CREDIT CARD SUPPORT DUE TO LOST OR STOLEN CARDS PLEASE USE PHONE NUMBER ABOVE; SELECT OPTION 4 IMPORTANT; THE NAME ON THE IDENTIFICATION MUST MATCH THE NAME ON THE RESERVATION; BOARDING PASS.

FOR FLIGHTS WITHIN CANADA ALL PASSENGERS MUST PRESENT ONE PIECE OF VALID GOVERNMENT ISSUED PHOTO IDENTIFICATION THAT INCLUDES NAME / DATE OF BIRTH AND GENDER.

FOR FLIGHTS TO/FROM THE UNITED STATES ALL PASSENGERS ARE REQUIRED TO PRESENT A VALID PASSPORT.

CITIZENS OF COUNTRIES OTHER THAN CANADA AND THE UNITED STATES SHOULD CONTACT THEIR CONSULATE OR EMBASSY FOR BOARDING REQUIREMENTS OR CONSULT HRG GOVERNMENT TRAVEL SERVICE.

PROOF OF ONWARD OR RETURN TRAVEL MAY BE REQUIRED AT CHECK-IN.

PASSPORT AND VISA REQUIREMENTS:

PLEASE ENSURE PASSPORT IS VALID FOR 6 MONTHS BEYOND EXPECTED RETURN DATE.

ALL CHILDREN REGARDLESS OF AGE MUST HAVE THEIR OWN PASSPORT

CITIZENS OF COUNTRIES OTHER THAN CANADA AND THE UNITED STATES SHOULD CONTACT THE CONSULATE OR EMBASSY FOR PASSPORT AND VISA REQUIREMENTS OR CONSULT HRG GOVERNMENT TRAVEL SERVICE.

CHECK-IN:

* PLEASE ALLOW 2HRS FOR DOMESTIC (CANADA); TRANSBORDER (USA) CHECK-IN

* ALLOW 3HRS FOR ALL INTERNATIONAL CHECK-IN

THE AIRLINES RESERVE THE RIGHT TO DENY BOARDING IF MINIMUM CHECK-IN TIMES ARE NOT MET

FLIGHT TIMES ARE SUBJECT TO CHANGE; PLEASE RE-CONFIRM FLIGHT TIMES PRIOR TO DEPARTURE.

IF YOU ARE TRAVELLING TO AN INTERNATIONAL DESTINATION, PLEASE RECONFIRM YOUR RESERVATIONS 72 HOURS PRIOR TO DEPARTURE DIRECTLY WITH THE AIR CARRIER.

FOR FREE BAGGAGE ALLOWANCE AND/OR APPLICABLE FEES FOR CARRY-ON//CHECKED BAGGAGE RELATED TO YOUR FLIGHT - PLEASE VERIFY THE CARRIERS WEBSITE.

ACCOMMODATIONS:

PLEASE VERIFY THE RATE AT CHECK-IN AS LOCAL MARKET CONDITIONS MAY DICTATE A LOWER RATE.

THE SUPPLIERS PROVIDING SERVICES FOR YOUR RESERVATION MAY HAVE IMPOSED RESTRICTIONS CONCERNING THE ABILITY TO CHANGE OR MODIFY YOUR RESERVATION. THE DETAILS OF THESE RESTRICTIONS WERE PROVIDED EITHER TO YOU OR TO THE PERSON MAKING THE RESERVATION ON YOUR BEHALF. DURING THE ONLINE RESERVATION PROCESS THESE RESTRICTIONS WERE ACCEPTED PRIOR TO SUBMITTING YOUR RESERVATION FOR PURCHASE. SHOULD YOU HAVE ANY QUESTIONS OR CONCERNS, PLEASE CONTACT AN HRG NORTH AMERICA TRAVEL COUNSELLOR.

NO-SHOWS:

NO-SHOWS ARE NOT PERMITTED AND RESULT IN THE FORFEIT OF THE FULL AMOUNT OF THE FARE AT DEPARTURE TIME; PLEASE NOTE THAT NO-SHOWS AT ORIGINAL POINT OF DEPARTURE WILL ALSO RESULT IN CANCELLATION OF THE REMAINDER OF THE FLIGHTS.

CHANGES OR CANCELLATIONS MUST BE MADE PRIOR TO SCHEDULED TRAVEL DATE AND; FLIGHT TIME TO PREVENT NO SHOWS AND AVOID FORFEIT OF VALUE OF TICKET.

PLEASE NOTE THAT FARES MAY BE SUBJECT TO CHANGE AND ARE GUARANTEED ONLY ONCE TICKETED.

Travel Industry regulations require the travel agency to advise the customer about the availability of optional trip cancellation insurance and optional out of province health insurance. Individuals may contact the travel insurance provider of their choice to obtain a personal quote. TICO NO. 1355825

HRG North America, 370 King St. W., Suite 700, Toronto ON M5V 1J9, 1-866-857-3578

Expense Report Statement

Expense Report Name: Montreal Feb 22 and 23 2016-1

Traveller Name: *WILLIAM PENTNEY*

TIN: *W447676*

Prepared By: *WILLIAM PENTNEY*

Policy Module: *M3D - Domestic - Overnight Stay*

Trip Purpose: *Core Mandate - Meetings*

Other Trip Purpose:

Travel Request Name: *Montreal Feb 22 and 23 2016*

Travel Start Date: *22/02/2016*

Travel End Date: *23/02/2016*

ER Approval Status: *Approved*

Primary Location:

Secondary Location:

Online TAN: *ANB857557*

Fiscal Year: *2015-2016*

Travel Outside Default Division: *N*

Vendor Code: *27327957*

Event:

Comments:

Please note that the Deputy Minister used the departmental car and driver to go to Montreal and to come back. Therefore, there is no travel costs.

Expense Report Summary

Expense Summary

Total allocated expenses :	**284.77**
Total reimbursable expenses :	**284.77**
Total due traveller :	**284.77**

Reimbursable Expenses

Expense Type	Date		Foreign Amount	Tax Amount		Amount
16) Commercial Accommodation	23/02/2016	1505 - 12000 - 0130 - 4010 - 15 - - 3003 - 8500 - 0130 - 0000 - 10006 - 82 - - -		QC*...	22.90	166.32
						189.22

Other

Expense Type	Date	Financial Coding	Foreign Amount	Tax	Total Tax Amount / Excl. Tax	Total Amount / Incl. Tax
The justification for choosing his hotel is that the meeting was held at that hotel. Le Saint-Sulpice.		8500 - 0130 - 0000 - 10006 - 82 - - -				36.12
2) Allowance: Meals, Incidentals & Private Accommodation	23/02/2016	1505 - 12000 - 0130 - 4010 - 15 - - 3003 -				52.52
		8500 - 0130 - 0000 - 10006 - 82 - - -		QC#...	8.43	
						60.95
	23/02/2016	1505 - 12000 - 0130 - 4010 - 15 - - 3003 -				29.81
		8500 - 0130 - 0000 - 10006 - 82 - - -		QC#...	4.79	
						34.60

Total reimbursable expenses (CAD) 284.77

Tax Coding Summary

GST	Total Amount
8500 - 0130 - 0000 - 10006 - 82 - - -	36.12

Financial Coding Summary

Financial Coding	Total Excl. Tax	Total Incl. Tax
1505 - 12000 - 0130 - 4010 - 15 - - 3003 -	248.65	284.77

Approval History

Date And Time	Approver	Approval Status	Comment
14/03/2016 09:20:30	Christina Crampton	Approved	
10/03/2016 16:29:43	Diane Platt	Approved	
08/03/2016 15:36:54	Jean Destin	Selected Approver Changed	
04/03/2016 09:43:39	Samantha Allard	Approved	
24/02/2016 15:14:25	WILLIAM PENTNEY	Comments Submitted	Please note that the Deputy Minister used the departmental car and his driver to travel to and from Montreal. Therefore there is no travel costs. Also, the hotel justification note is included under the hotel information. Thank you.

Signatures

I certify that the amounts included in this Expense Report were incurred on authorized government business travel.

Traveller Name *WILLIAM PENTNEY*

Submit Date *24/02/2016*

Signature

Submitted on behalf of the Traveller.

Delegate Name *Jean Destin*

Submit Date *24/02/2016*

Signature

Recommender Name *Samantha Allard*

Recommended Date *04/03/2016*

Signature

Certified pursuant to section 34 of the Financial Administration Act.

Approver Name *Diane Platt*

Approval Date *10/03/2016*

Signature

Processor Name *Christina Crampton*

Processed Date *14/03/2016*

Signature

LE
STSULPICE
HÔTEL MONTRÉAL

s.19(1)

#1

Mr William Pentney

Canada

Suite:/Room:	516
Arrivée:/Arrival:	22.02.16
Départ:/Departure:	23.02.16
No. de page:/Page No:	1 of 1
No. de compte:/Folio No:	129005
No. Conf.:/Conf No.:	1287512
Facture:/Invoice No.:	

Compagnie/Company: Department of Justice Canada

Nom client/Guest Name:

Date	Reference/Description	Frais/Charges	Credits
22.02.16	Suite	159.00	
22.02.16	Tx heb/Hosp. Tx %	5.57	
22.02.16	TPS/GST 144517406	8.23	
22.02.16	TVQ/PST 1201468881	16.42	
23.02.16			
23.02.16			
23.02.16			
23.02.16			
23.02.16	Visa		204.87
	XX/XX		

$ 189.22

Total	204.87	204.87
Total/Balance		0.00

Résume :/Transaction Recap:	Total:	
TVQ/PST 1201468881	16.42	CAD
TPS/GST 144517406	8.23	CAD
Tx heb/Hosp. Tx %	5.57	CAD

X

Le titulaire de la carte reconnaît et accepte les frais pour les biens et/ou services au montant inscrit ci-dessus et est responsable du réglement total de la note.

I acknowledge receipt of goods and/or services in the amount of the total shown above and take responsibility for charges incurred if not fully paid by the entity stated below.

Le Syndicat des copropriétaires, Le Saint-Sulpice Hôtel Montréal
414 Saint-Sulpice, Montréal, Québec, H2Y 2V5, Canada

Department of Justice Canada | Ministère de la Justice Canada

HOSPITALITY CLAIM — DEMANDE DE REMBOURSEMENT DE DÉPENSES D'ACCUEIL

Function - L'évènement	Date of Function / Date de l'évènement (Y-A M D-J)	Place(s) of Function - Lieu(x) de l'évènement
GCWCC DM Lessons Learned event	2016 02 22	111 Sussex - Room-Fuller Ottawa On

Date	Type	Participants: Gov't of Canada / Gouv. du Canada	Participants: Others / Autres	Actual Cost - Coût réel: Total Attendees / Total des prticipants	Actual Cost - Coût réel: Per Capita Cost / Coût individuel	A Total Cost / Coût total
16/02/22	Coffee	43		43	$3.41	$146.74
				Totals / Totaux	$3.41	$146.74

Date	Type (Other than food & beverage) / Type (Autres que nourriture et boissons)	Number of Items / Nombre d'articles	Cost per Item / Coût par article	B Total Cost / Coût total	A+B Total Hospitality Cost / Coût total de l'accueil
16/02/22	Rental Room	287.50		$287.50	$434.24

Remarks - Remarques

16/02/16 - 6 Flipchart with marker 6 @ 17.25 = 103.50

Total A+B = $434.24
+ Total = $103.50

Total = $537.74

Payee Name - Nom du bénéficiaire						Vendor Code - Code fournisseur	
Events & Conference Management - PWGSC						401275	
Commitment No. / N° d'engagement	**Cost Center / Centre de coût**	**Fund - Fonds**	**Functional Area / Domaine fonctionnel**	**Order - Ordre**	**GL - Compte général (2015 / 2401)**	**Amount including Tax / Montant incluant taxe**	**GST / HST / TPS / TVH**
300256234-1	12000	15	4010	502389	2401	146.74	0

Payee Name - Nom du bénéficiaire						Vendor Code - Code fournisseur	
Events & Conference Management - PWGSC						401275	
Commitment No. / N° d'engagement	**Cost Center / Centre de coût**	**Fund - Fonds**	**Functional Area / Domaine fonctionnel**	**Order - Ordre**	**GL - Compte général (2015 / 2401)**	**Amount including Tax / Montant incluant taxe**	**GST / HST / TPS / TVH**
300256234-2	12000	15	4010	502389	5810	$391.00	$0.00

Prepared by (*Type or print*) - Préparé par (*Dactylographier ou en caractères d'imprimerie*)	Tel. No. - N° de tél.	Date
Sylvie Crispin	(613) 482-9811	2016/03/23

Certified pursuant to Section 34 of the *Financial Administration Act*. Certifié en vertu de l'article 34 de la *Loi sur la gestion des finances publiques*.

Title - Titre

Marie-Josée Thivierge - Assistant Deputy Minister - CFO

[signature] Signature — 08-04-2016 Date

JUS 145-2 (2011/11)

Department of Justice Canada
Ministère de la Justice Canada

RECEIVED APR 25 2016

CCM #: 2016-007144

APPROVAL SLIP

HOSPITALITY CLAIM

For approval by:	Assistant Deputy Minister / Chief Financial Officer
Event:	GCWCC DM Lessons Learned Event
Host:	William Pentney
Sector:	Deputy Minister's Office
Hospitality Amount:	146.74 $
Event Amount:	537.74 $
Vendor/Claimant:	PWGSC
Date(s) of the Event:	February 22, 2016

RECOMMENDATION FOR: Assistant Deputy Minister / Chief Financial Officer

Your approval under Section 34 of the *Financial Administration Act* is required for this invoice.

William Pentney Attended

CONSIDERATIONS:

1. The actual per capita costs for the meals are below the TBS standard costs per person.
2. Marie-Josée Thivierge, CFO, approved the expenditure initiation and Section 32 of the *FAA* in the THCEE.

RECOMMENDED BY:	SIGNATURE	DATE
Carla Garcia *Chief, Accounting Operations and Client Services*	[signature]	Apr. 7 '16
Karoline Poiré *Manager, Accounting Operations and Client Services*	[signature]	Apr. 17. 2016
Éric Trépanier *Director General, Deputy Chief Financial Officer*	[signature]	7/04/16

Travaux publics et Services gouvernementaux Canada | Public Works and Government Services Canada

Events & Conference Management- PWGSC
Gestion d'évènements et de conférences PWGSC-TPSGC
2 Rideau Street Ottawa, ON Canada K1A 0S5
Phone/Téléphone: (613) 990-6700 - Fax/Télécopieur: (613) 990-6706

Statement of Account/Etat de compte

4XGCS 10624

Account/Compagnie: Justice and Attorney General of Canada
Post As/Affichage: Justice and Attorney General of Canada
Address/Adress:

Location/ location: 111 Sussex Drive
Event Date/Date de l'événement: 22/2/2016

Date: 22/2/2016
Contact/Contact: Allison Krogh
Phone/Téléphone: 613-946-3869
Fax/Télécopieur:
Onsite/Contact sur place:

Coordinator/ Coordonnateur (trice): Michelle Dugal

Date/Date	Time/Heure	Function	Room/Salle	Gtd/Confirmé
Monday, 22 February, 2016	1:00 PM	Meeting	Fuller - 111 Sussex	40

NO./NO.	Food/nourriture	Price/Prix	Subtotal/ Sous-total	Total/ Total
Monday, February 22, 2016 - MTG				
40	Coffee, cookie (2oz) Combo	3.19	127.60	
	TOTAL FOOD/TOTAL NOURRITURE			**127.60**
	Administrative Charge/Frais d'exploitation %		15.00	19.14
	HST %		0.00	0.00
			Total/Total:	**146.74**

NO./NO.	A/V and Other Charges/A/V et autre frais	Price/Prix	Subtotal/ Sous-total	Total/ Total
Monday, February 22, 2016 - MTG				
1	OCH - Fuller Room (1/2 day)	250.00	250.00	
1	LCD Data Projector (included with the room)		0.00	
1	Flipchart / markers (included with room)		0.00	
6	Flipchart with markers	15.00	90.00	
	TOTAL A/V and Other Charges			**340.00**
	Administrative Charge/Frais d'exploitation %		15.00	51.00
	HST %		0.00	0.00
			Total/Total:	**391.00**

Grand Total/Grand Total:	**537.74**
Balance Due/Solde dû:	**537.74**

Resources/Ressources	340.00
Catering/Restauration	127.60
Room Rental	0.00
Total	**467.60**
Frais d'Administration Fee (15%)	70.14
HST % (if applicable)	0.00

[4 Office AUTOMATION]

4 Office Automation Ltd.
425 Superior Blvd, Unit 1 & 2
Mississauga, ON L5T 2W5

Mississauga (905) 564-0522
Toronto (416) 4-Office
FAX (905) 564-2865

Poste 1155

(5)

INVOICE

Invoice No: 803716
Date: 02/23/2016
Account No: 13754-050

Bill To:
Department of Justice - Deputy Minister's Office
Attn: Sylvie Crispin
284 Wellington Street
Room: 4143A
Ottawa, ON K1A 0H8
Canada

Ship To:
Department of Justice - Deputy Minister's Office
Attn: Sylvie Crispin613-946-0175
284 Wellington Street
Room: 4143A
Ottawa, ON K1A 0H8
Canada

Sales Order No	P.O. Number	Ship Method	Payment Terms	Payment Due
250134		Canpar Transport	Due Upon Receipt	02/23/2016

Remarks	Sales Person
	Celine Brunet

Item No	Description	Serial No	Order	Ship	BkO	UM	Price	Disc	Amount
18217	Kyocera Colour Toner TK-8507K Black ***Include WT-860 (#18197) on sales order***		3.0	3.0	0.0	EA	$104.00		$312.00
18220	Kyocera Colour Toner TK-8507Y Yellow		2.0	2.0	0.0	EA	$110.75		$221.50
18218	Kyocera Colour Toner TK-8507C Cyan		2.0	2.0	0.0	EA	$110.75		$221.50
18219	Kyocera Colour Toner TK-8507M Magenta		2.0	2.0	0.0	EA	$110.75		$221.50
18197	Kyocera Waste Toner Bottle WT-860 1902LC0UN0		1.0	1.0	0.0	EA	$11.00		$11.00
	Ordered By: Sylvie Crispin Phone: 613-946-0175								

MC 11/3/16

RECEIVED MAR - 3 2016

Invoice Subtotal:	$987.50
Discount:	$0.00
Freight:	$0.00
ON HST:	$128.38
Total Tax:	$128.38
Invoice Total:	**$1,115.88**

HST #R102515822

12020

Department of Justice Canada / Ministère de la Justice Canada

Initiation and Commitment Expenditure Request
Demande d'initiation et d'engagement de dépense

☒ ORIGINAL ☐ CLOSE/FERMER ☐ AMEND/MODIFICATION ☐ RE-OPEN/RE-OUVERTURE

FISCAL YEAR / EXERCICE FINANCIER: 2015/2016

1 BRANCH, SECTION / DIRECTION GÉNÉRALE, SECTION: Ministerial Expenditures
VENDOR NO. / N° DE FOURNISSEUR: 118096

2 Name of Card Holder (if applicable) / Nom du titulaire d'une carte d'acquisition (si applicable): Joëlle Landry

3 ACCOUNTING INFORMATION / INFORMATION COMPTABLE

Original Financial Commitment description - Description d'engagement de fonds originale

Trans. Type / Type de Trans.	GL ACCOUNT / COMPTE GL	COST CENTER / CENTRE DE COÛTS	FUND / FONDS	FUNCTIONAL AREA / DOMAINE FONCTIONNEL	ORDER NO. / N° DE COMMANDE	COMMITMENT AMOUNT / MONTANT D'ENGAGEMENT	TAX AMOUNT / MONTANT DE LA TAXE	TOTAL AMOUNT / MONTANT TOTAL	COMMITMENT NO. / N° D' ENGAGEMENT	LINE NO.	DESCRIPTION (text)
ACA	4528	12020	15	4010		$ 976.50	$ 126.95	$ 1,103.45	3002574405	1	Toner
								$ 0.00			
								$ 0.00			
								$ 0.00			
								$ 0.00			
								$ 0.00			

Amended Financial Commitment Description - Description de l'Amendement à l'Engagement de Fonds

Trans. Type	GL	Cost Center	Fund	Functional Area	Order No.	Commitment Amount	Tax Amount	Total Amount	Commitment No.	Line No.	Description
								$ 0.00			
								$ 0.00			
								$ 0.00			
								$ 0.00			
								$ 0.00			
								$ 0.00			
								$ 0.00			
								$ 0.00			

5 Prepared by / Préparé par
Name (Print) / Nom (lettre moulée) : Sylvie Crispin
Signature : S. Crispin
Date : Feb. 19, 2016

6 Certified pursuant to Section 32(1) of the Financial Administration Act and authorized under the Expenditure Initiation. I authorize the use of the acquisition card for this purchase.
Certified pursuant to Section 32(1) of the Financial Administration Act and authorized under the Expenditure Initiation. I authorize the use of the acquisition card for this purchase.
Name of manager / Nom du gestionnaire: Stéphanie Poliquin
Signature : Stéphanie P.
Date : 19 fév. 2016

JUS 817 (2014/11)

(14) (2)

GRAND&TOY

INVOICE / FACTURE

PURCHASE ORDER NO. / N° DE COMMANDE D'ACHAT	SOLD TO PURCHASE ORDER NO / N° DE BON DE COMMANDE DE L'ACHETEUR	TERMS / CONDITIONS
G20877	11050	NET 30 DAYS
ATTENTION / À L'ATTENTION DE	P.S.T. EXEMPT / EXEMPT DE T.V.P.	G&T ORD NO./N° DE COMM.
Joelle Landry		865400-00
INVOICE DATE / DATE DE LA FACTURE MM D/J Y/A	DUE DATE / DATE D'ÉCHÉANCE MM D/J Y/A	INVOICE NO./N° DE LA FACTURE
02/23/2016	03/24/2016	J423627

PLEASE REMIT TO / PAYER À
BOX 5500
DON MILLS ON M3C 3L5

SOLD TO ACCOUNT NO. / N° DE COMPTE DE L'ACHETEUR **305286**

SHIP TO ACCOUNT NO. / N° DE COMPTE DE L'EXPÉDITION **061796**

RECEIVED MAR 3 2016

6658-A01 000128

DEPARTMENT OF JUSTICE
284 WELLINGTON ST
JOELLE LANDRY / ECE RM4143C
OTTAWA ON K1A 0H8

DEPARTMENT OF JUSTICE
OFFICE SUPPLIES & TONER
284 WELLINGTON ST
JOELLE LANDRY / EMB RM 3056
OTTAWA ON K1A 0H8

G.S.T.-H.S.T./T.P.S.-T.V.H. 894032192RT Q.S.T./T.V.Q. 1001640701TQ0009 1 / 1

QUANTITY / QUANTITÉ ORD./COMM.	SHIP/EXPÉDIÉE	BACK ORD. COMM. EN ATT.	U/M	DESCRIPTION	REG. UNIT PRICE PRIX COURANT	DISCOUNT ESCOMPTE	NET UNIT PRICE PRIX NET	AMOUNT MONTANT	*
1	1		EA	3381650030 FUSION 5100L LAMINATOR	600.42	NET	600.42	600.42	H
				SUB TOTAL				600.42	
				TOTAL HST				78.05	
				1 order = 1 invoice. Want to opt-in for our enhanced invoicing option? Call us at 1-866-391-8111 for more details.					

147831

We appreciate your business! / Merci de votre confiance!
For account enquiries: / Pour information : 613-244-4109

PLEASE PAY S.V.P. VERSEZ $678.47

TAXES APPLIED / TAXES APPLIQUÉES P-P.S.T. T.V.P. G-G.S.T. T.P.S. H-H.S.T. T.P.H.

PAYMENT TERMS ARE AS STATED ABOVE FROM DATE OF INVOICE. PAST DUE ACCOUNTS ARE SUBJECT TO A LATE PAYMENT CHARGE. GRAND & TOY LIMITED RESERVES THE RIGHT TO WITHHOLD SHIPMENTS TO CUSTOMERS THAT DO NOT MEET THESE TERMS.

LES CONDITIONS DE PAIEMENT SONT TELLES QUE MENTIONNÉES CI-DESSUS À PARTIR DE LA DATE DE FACTURATION. LES COMPTES EN SOUFFRANCE SERONT SUJETS À DES FRAIS DE CRÉDIT. GRAND & TOY LIMITÉE SE RÉSERVE LE DROIT DE RETENIR TOUTE LIVRAISON AU CLIENT QUI NE RESPECTE PAS CES CONDITIONS.

DETACH THIS STUB AND ENCLOSE WITH YOUR REMITTANCE. KEEP THE ABOVE PORTION FOR YOUR RECORDS.
PRIÈRE DE DÉTACHER CETTE PORTION ET DE LA RETOURNER AVEC VOTRE PAIEMENT.

GRAND&TOY

SOLD TO ACCOUNT NO. / N° DE COMPTE DE L'ACHETEUR **305286**
DEPARTMENT OF JUSTICE
284 WELLINGTON ST
JOELLE LANDRY / ECE RM4143C
OTTAWA ON K1A 0H8

PLEASE REMIT TO/PAYER À
GRAND & TOY LIMITED
BOX 5500
DON MILLS ON M3C 3L5

INVOICE NUMBER: / N° DE LA FACTURE: **J423627**
INVOICE DATE: / DATE DE LA FACTURE: 02/23/2016
DUE DATE: / DATE D'ÉCHÉANCE: 03/24/2016

PLEASE PAY S.V.P. VERSEZ **$678.47**

AMOUNT PAID / MONTANT PAYÉ $

/2020

1 61902 39 55

Government of Canada / Gouvernement du Canada

PETTY CASH STATEMENT
RELEVÉ DE PETITE CAISSE

TO BE SUBMITTED WITH RECEIPTED VOUCHERS ATTACHED
À PRÉSENTER AVEC PIÈCES JUSTIFICATIVES ACQUITTÉES

PERIOD - PÉRIODE					
From - De			To - À		
Y - A	M	D - J	Y - A	M	D - J
2016	03	01	2016	03	31

Department - Ministère: JUS	Branch - Direction: DM Group	
Location - Adresse: 284 Wellington Street, Ottawa	Name of claimant - Nom du demandeur: Elena Brisson	Tel. no. - N° de tél.: (613) 693-1756
PRI - CIDP: 41206177	Amount of advance / Montant de l'avance ▶	$200.00
TO - À	Expenditures this period (itemized below) / Dépenses période en cours (détails ci-dessous) ▶	$20.32
	Balance on hand / Solde en caisse ▶	$179.68
	AMOUNT CLAIMED / MONTANT DEMANDÉ ▶	$20.32

STATEMENT OF EXPENDITURES - RELEVE DE DEPENSES

Commitment/ Engagement	GL Account/ C. du GL général	Cost Centre/ Centre de coût	Fund/ Fonds	Functional area/ Domaine fonctionnel	Order/ Ordre	Net Amount/ Montant Net	TAX / TAXES	Total
300250588	2401	12000	15	4010		$4.70	$0.62	$5.32
300257886	1505	12001	15	4010		$13.27	$1.73	$15.00
								$0.00
								$0.00
								$0.00
								$0.00
								$0.00
								$0.00
								$0.00
								$0.00
								$0.00
								$0.00
								$0.00
								$0.00
						$17.97	$2.35	$20.32
					TOTAL	$17.97	$2.35	$20.32

TOTAL AMOUNT CLAIMED FOR REIMBURSEMENT / TOTAL DU REMBOURSEMENT DEMANDÉ ▶ $20.32

I hereby certify that I have expended the amounts indicated, that the account is correct and just in all respects.

Je certifie que j'ai dépensé les montants ci-dessous, que le compte est exact et juste, sous tous les rapports

ABrisson

Claimant - Demandeur

Approved for payment - Paiement approuvé

Authorized Officer - Fondé de signature

Audited and passed for payment - Vérifié-paiement approuvé

Signature

Services Officer - Agent des Services

GC 35-4 (2011/12)

Department of Justice Canada | Ministère de la Justice Canada

PETTY CASH REIMBURSEMENT | **REMBOURSEMENT DE PETITE CAISSE**

s.19(1)

Please attached receipt in the space below - Veuillez joindre les reçus dans l'espace ci-dessous

STARBUCKS OTTAWA MARRIOTT
100 Kent Street
Ottawa, Ont. K1P 5R7
TEL: 613-238-1122 EXT4608
ASK US ABOUT CATERING!!!
HST 86054 9062 RT0110

130

Chk 5274 Mar11'16 09:43AM Gst 0

Other
2 DRIP @ 2.35 4.70
Cash 5.32

Subtotal 4.70
HST 0.62
PAID 5.32

Received the sum of / Reçu la somme de :

$5.30

Employee's signature
Signature de l'employé

Y-A M-M D-J
MAR 17 2016
Date

☒ Receipts attached
Reçus inclus

Explanation of the expenditure - Explication de la dépense

Certified pursuant to section 34 of the FAA - Certifié en vertu de l'article 34 de la loi relative a la GFP

Signature

2016.03.17
Date

GL Account/ C. du GL général	Cost Center/ Centre de coût	Fund/ Fonds	Functional area/ Domaine fonctionnel	Order/ Ordre	Net Amount/ Montant Net	HST / GST TVH / TPS	Total
2401	12000	15	4010		$4.70	$0.62	$5.32
Commitment No. N° d'engagement		300250588		Line item L. d'item		1	

JUS 657-1 (2011/06)

Department of Justice Canada | Ministère de la Justice Canada

HOSPITALITY CLAIM | **DEMANDE DE REMBOURSEMENT DE DÉPENSES D'ACCUEIL**

s.19(1)

Function - L'évènement	Date of Function / Date de l'évènement (Y-A M D-J)	Place(s) of Function - Lieu(x) de l'évènement
Meeting	2016 03 11	284 Wellington St. Ottawa

Date	Type	Participants: Gov't of Canada / Gouv. du Canada	Participants: Others / Autres	Actual Cost - Coût réel: Total Attendees / Total des prticipants	Actual Cost - Coût réel: Per Capita Cost / Coût individuel	A Total Cost / Coût total
March 11	Coffee	2	2	4	$1.33	$5.32
				Totals / Totaux	$1.33	$5.32

Date	Type (Other than food & beverage) / Type (Autres que nourriture et boissons)	Number of Items / Nombre d'articles	Cost per Item / Coût par article	B Total Cost / Coût total	A+B Total Hospitality Cost / Coût total de l'accueil
					$5.32

Remarks - Remarques

Participants

William Pentney
Simon Kennedy, Deputy Minister - Health Cananda

[redacted] consultant
[redacted] consultant

Payee Name - Nom du bénéficiaire						Vendor Code - Code fournisseur	
Paul St-Germain						94403422	
Commitment No. / N° d'engagement	Cost Center / Centre de coût	Fund - Fonds	Functional Area / Domaine fonctionnel	Order - Ordre	GL - Compte général (2015 / 2401)	Amount including Tax / Montant incluant taxe	GST / HST / TPS / TVH
300250588	12000	15	4010		2401	5.32	0.62

Payee Name - Nom du bénéficiaire						Vendor Code - Code fournisseur	
Commitment No. / N° d'engagement	Cost Center / Centre de coût	Fund - Fonds	Functional Area / Domaine fonctionnel	Order - Ordre	GL - Compte général (2015 / 2401)	Amount including Tax / Montant incluant taxe	GST / HST / TPS / TVH

Prepared by (*Type or print*) - Préparé par (*Dactylographier ou en caractères d'imprimerie*)	Tel. No. - N° de tél.	Date
Danielle Vaillancourt	960-1138	2016-03-14

Certified pursuant to Section 34 of the *Financial Administration Act.* Certifié en vertu de l'article 34 de la *Loi sur la gestion des finances publiques.*

Title - Titre

Stéphanie Poliquin, Chef de cabinet du sous-ministre

Signature: [signature] Date: MAR 17 2016

JUS 145-2 (2011/11)

TAB #	Section 1: Activity Information (Mandatory) / Information sur les activités (obligatoire)															Section 3: Hospitality /		Section 4: Conferences /			Section 5: Events - Other		Section 6: Summary / Sommaire						
	What? / Quoi ?	Why? (explain why it is required) / Pourquoi ? (expliquer la nécessité)	Rationale for # of Participants / Rationale pour # de participants	Date		Location / Emplacement	# of Participants / Nombre de participants		Why not virtual presence? / Pourquoi ne pas utiliser la méthode virtuelle ?	Travel Category / Catégorie de voyage	Travel Type / Type de voyage	Estimated Expenditures / Estimation des dépenses	Blanket Travel Authority and Annual Authority to Extend Hospitality / Autorisation générale de voyager et Autorisation pour des activités d'accueil annuelles (DTA and AAEH / AGV et AAAA)			Forecasted Expenditures / Dépenses prévues		# of Participants / Nombre de participants		Forecasted Expenditures / Dépenses prévues	Type of Expenditure / Catégorie de dépenses	Forecasted Expenditures / Dépenses prévues	Total Forecasted Expenditures / Dépenses prévues total	Approved or Declined/ Approuvé ou refusé (Initiales)	Contact / Ressource		Sector / Secteur	Core or Non-Core / Essentielles ou non-essentielles	Why submitted to MIN?
	Name or brief description / Nom ou description brève	Purpose (objective) of Activity / But (objectif) de l'activité		From / De	To / A	Venue, City / Lieu, ville	Public Servant / Fonctionnaire	Non-Public Servant / Non-fonctionnaire				Total	Yes / Oui No / Non	Estimated # of activities / # estimatif d'activités	Maximum Cost for all Activities / Montant maximal pour toutes les activités	Cost per Individual / Coût par individu	Total Cost / Coût total	Public Servant / Fonctionnaire	Non-Public Servant / Non-fonctionnaire	Total Cost / Coût total		Total Cost / Coût total			Name / Nom	Phone # / # de téléphone			
MIN-1	Hospitality through the FY 2015-2016 for various events/ meetings hosted by the DM.	Hospitality events include, Café-Entre Nous, holiday pancake breakfast and DM hosting meetings and other events.	Unknown number of participants at the present time for each event.	April 2015	March 2016	Ottawa, ON	-	-	Virtual presence is not an option.	Internal governance / Gouvernance interne	National Travel / Voyage national	-	Yes / Oui	Unknown	5,000	-	5,000	-	-	-	-	-	5,000.00	Approved - see section 8	Suzanne Désormeaux	613-957-4998	DMO	Non-Core	Hospitality > 5K$
MIN-2	Management Information Session (4 events /year)	Management Information Sessions provide a forum for the Deputy Minister and his Associates to engage and to share strategic information with members of the DoJ EX and LC communities. This also gives departmental leaders the opportunity to make informative presentations to their colleagues. There are up to four (4) of these per fiscal year.	All NCR and regional departmental LCs and EXs participate for a total of 292 (regions via webcast)	4 events in total - 1 activity per quarter (specific dates TBD)	TBD	Ottawa, ON	-	-	-	-	-	-	No / Non	-	-	-	-	-	-	-	Room rental, Audio-visual costs and Interpretation Services	48,000	48,000.00	Approved - see section 8	Karen Bron	613-299-7479	MING	Non-Core	Event > 25K$

Department of Justice Canada | Ministère de la Justice Canada

PETTY CASH REIMBURSEMENT / REMBOURSEMENT DE PETITE CAISSE

Please attached receipt in the space below - Veuillez joindre les reçus dans l'espace ci-dessous

Nº 54829

AMOUNT 15

ADVANTAGE PARKING LTD.

PHONE: 613-265-1365 OTTAWA, ONT.

CHARGES ARE FOR USE OF PARKING SPACE ONLY
The company endeavours to protect property of its patrons but will NOT be responsible for loss or damage to vehicle or contents "However Caused". Lock valuables in your car trunk.

LES FRAIS NE COUVRENT QUE L'ESPACE DE STATIONNEMENT
Nous nous efforçons de bien garder les voitures de nos clients mais ne sommes pas responsables de toute perte ou avarie, quelle qu'en soit la cause. Veuillez mettre tout objet de valeur dans le coffre-arrière de votre voiture.

NOTICE — No period of grace allowed

Received the sum of / Reçu la somme de :

$15.00

Employee's signature
Signature de l'employé

Y-A M-M D-J
MAR 2 2 2016
Date

☒ Receipts attached
Reçus inclus

Explanation of the expenditure - Explication de la dépense

Parking for employee working on the weekend.

Certified pursuant to section 34 of the FAA - Certifié en vertu de l'article 34 de la loi relative a la GFP

Signature

2016-03-22
Date

GL Account/ C. du GL général	Cost Center/ Centre de coût	Fund/ Fonds	Functional area/ Domaine fonctionnel	Order/ Ordre	Net Amount/ Montant Net	HST / GST TVH / TPS	Total
1505	12001	15	4010		$13.27	$1.73	$15.00
Commitment No. N° d'engagement		300257886		Line item L. d'item		1	

JUS 657-1 (2011/06)

Department of Justice Canada | Ministère de la Justice Canada

Initiation and Commitment Expenditure Request
Demande d'initiation et d'engagement de dépense

FISCAL YEAR / EXERCICE FINANCIER: 2015-2016

☒ ORIGINAL ☐ CLOSE/FERMER ☐ AMEND/MODIFICATION ☐ RE-OPEN/RE-OUVERTURE

1 BRANCH, SECTION / DIRECTION GÉNÉRALE, SECTION: DM Business Centre

VENDOR NO. / N° DE FOURNISSEUR: 77407474

2 Name of Card Holder (if applicable) / Nom du titulaire d'une carte d'acquisition (si applicable):

3 ACCOUNTING INFORMATION / INFORMATION COMPTABLE

Original Financial Commitment description - Description d'engagement de fonds originale

Trans. Type / Type de Trans.	GL ACCOUNT / COMPTE GL	COST CENTER / CENTRE DE COÛTS	FUND / FONDS	FUNCTIONAL AREA / DOMAINE FONCTIONNEL	ORDER NO. / N° DE COMMANDE	COMMITMENT AMOUNT / MONTANT D'ENGAGEMENT	TAX AMOUNT / MONTANT DE LA TAXE	TOTAL AMOUNT / MONTANT TOTAL	COMMITMENT NO. / N° D' ENGAGEMENT	LINE NO.	DESCRIPTION (text)
EI	1505	12001	15	4010		$ 13.27	$ 1.73	$ 15.00			Parking
								$ 0.00			
								$ 0.00			
								$ 0.00			
								$ 0.00			
								$ 0.00			

Amended Financial Commitment Description - Description de l'Amendement à l'Engagement de Fonds

Trans. Type	GL ACCOUNT	COST CENTER	FUND	FUNCTIONAL AREA	ORDER NO.	COMMITMENT AMOUNT	TAX AMOUNT	TOTAL AMOUNT	COMMITMENT NO.	LINE NO.	DESCRIPTION (text)
								$ 0.00			
								$ 0.00			
								$ 0.00			
								$ 0.00			
								$ 0.00			
								$ 0.00			
								$ 0.00			
								$ 0.00			

5 Prepared by / Préparé par

Name (Print) / Nom (lettre moulée) : Elena Brisson

Signature : [signature]

Date : 2016-03-10

6 Certified pursuant to Section 32(1) of the Financial Administration Act and authorized under the Expenditure Initiation. I authorize the use of the acquisition card for this purchase.

Certified pursuant to Section 32(1) of the Financial Administration Act and authorized under the Expenditure Initiation. I authorize the use of the acquisition card for this purchase.

Name of manager / Nom du gestionnaire: Paul Roy

Signature : [signature]

Date : 15/03/2016

JUS 817 (2014/11)

s.19(1)

Government of Canada / Gouvernement du Canada

Travel Expense Report / Note de Frais de Voyages

Type 2

Travel No. - N° du voyage: ANH143568

Name of Claimant - Nom du demandeur: Hon. Jody Wilson-Raybould

Department - Ministère: Justice Canada

Branch - Direction: Minister's Office

Send Cheque to - Envoyer le chèque à l'adresse suivante: EMB 4th Floor

Address - Adresse: EMB 4th Floor

Telephone - Téléphone: 992-4621

Purpose of Travel - But du voyage: Regular Business - March 06-11, 2016

EXPENSES PREPAID BY DEPARTMENT - DÉPENSES PAYÉES À L'AVANCE PAR LE MINISTÈRE

1 TRANSPORTATION / TRANSPORT	Date / Time of Departure - Heure du départ: 2016-03-06; Arrival - Arrivé: 2016-03-11	$ 5,111.56
2 OTHER EXPENSES / AUTRES DÉPENSES		

AUTHORIZED ALLOWANCES - INDEMNITÉS AUTORISÉES

PRIVATE VEHICLE ALLOWANCE / INDEMNITÉ-VÉHICULE PARTICULIER				
PREVIOUSLY CLAIMED THIS FISCAL YEAR / DÉJÀ RÉCLAMÉ PRÉSENT EXERCICE				
THIS CLAIM / INDEMNITÉ DEMANDÉE				

	COMPREHENSIVE ALLOWANCE (Accommodation, meals and incidential expenses) / INDEMNITÉ GLOBALE (Logement, Repas et frais divers)	COMPOSITE ALLOWANCE (Meals and incidental expenses for full calendar days only)	INDEMNITÉ DÉTAILLÉE (Repas et frais divers pour les jours de calendrier complets seulement)	
OR-OU RATE / TAUX	days @ jours	days @ jours	days @ jours	$ 0.00
PARTIAL COMPOSITE ALLOWANCES / INDEMNITÉ DÉTAILLÉE PARTIELLE — MEALS / REPAS	3 Breakfasts / Petits déjeuners @ $ 16.55	3 Lunches / Déjeuners @ $ 16.80	3 Dinners / Dîners @ $ 44.40	$ 233.25
INCIDENTAL EXPENSES / FRAIS DIVERS	5 days @ jours $ 17.30	days @ jours	days @ jours	$ 86.50
OTHER ALLOWANCES (Specify) / AUTRES INDEMNITES (Précisez lesquelles)				

EXPENSES NOT INCLUDED ABOVE - DÉPENSES AUTRES QUE CI-DESSUS

		Vr. No. - P. N°	
3	Vehicle Rental / Location de véhicule		
4	Public Transportation / Transport en commun		$ 68.00
5	Accommodation / Logement		$ 942.75
6	Meals / Repas		
7	All Other Expenses (Specify) / Autres (précisez)		

I certify that the amounts included in this claim were incurred on authorized government business travel. / Je certifie que les montants faisant l'objet de la présente réclamation constituent des dépenses entraînées par des voyages pour affaires officielles.

Signature (Claimant - Demandeur) — Date Y-A M D-J

...rtifié en vertu de l'article 34 ...la Loi sur la gestion des ...ances publiques

Date: 05 AVR. 2016

Signature — Date Y-A M D-J

Total Expenses	Total des dépenses	$ 6,442.06
Less Total 1 and 2 Above	Moins le total des paragraphes 1 et 2	$ 5,111.56
Total Claimed	Total Demandé	$ 1,330.50
Less Advance	Moins L'avance	
Amount due Receiver General of Canada	Total dû au Receveur général du Canada	
AMOUNT DUE CLAIMANT	TOTAL DÛ AU REQUÉRANT	$ 1,330.50

Type Particulars - Details: 3

PAYMENT RECORD - ENREGISTREMENT DU PAIEMENT

Type	2 Sub Type	5 P.R.I. CIDP	8 Amount - Montant	14 Requisition No. / N° de la demande	15 Supplier Indicator / Indicateur du fournisseur	17 Due Date / Date d'échéance Y-A M D-J
7	80		1,330.50		0	

Type 4 — ACCOUNTING INFORMATION - RENSEIGNEMENTS DE LA COMPTABILITÉ

2 Sub Type	3 Dept. Ref. No. / N° de réf. min.	5 Coding - Codage	6 Amount - Montant	CR-CT
	400074295	11050-4010-1524		
	7 Description		8 Fin. Encumbrance No. / N° de la charge financière	
2	3	5	6	
	7		8	
2	3	5	6	
	7		8	

Dept. Pre-Audit and Account Verification. / Vérification de la comptabilité au niveau du ministère — Signature

Verified correct - Vérifié conforme — Signature

TOTAL

Requisitioned for payment pursuant to section 33 of the Financial Administration Act and Certified in accordance with section 7 of the Payment Requisitioning Regulations / Demandé pour paiement conformément à l'article 33 de la Loi sur la gestion des finances publiques, et certifié aux termes de l'article 7 du Règlement sur les réquisitions de paiements. — Signature

Services Officer - Agent des services — Signature

20 Cheque No. - N° de chèque — 21 Date Y-A M D-J

GC 73 (2014/03) 7540-21-910-7366

Record of Travel Expenses

Personal Record Identifier	Travel Number
Vendor	ANH143568
Name	
Hon. Jody Wilson Raybould	

s.19(1)

DATE	ARRIVAL TIME-DEPARTURE	DETAILS	DISTANCE Miles/KM	PREPAID Transportation	PREPAID Other	OUT OF POCKET Transportation	OUT OF POCKET Accommodation	OUT OF POCKET Meals	OUT OF POCKET Other
2016-03-06		Taxi				33.00			
2016-03-06	13:30	Flight		3,260.70					
		Flight Fees		32.55					
		Flight		1,783.28					
		Flight Fees		35.03					
		Dinner & Inc.						44.40	17.30
2016-03-07		Breakfast, Lunch, dinner & Inc.						77.75	17.30
2016-03-08		, Lunch, dinner & Inc.						61.20	17.30
2016-03-09		Breakfast, Lunch & Inc.						33.35	17.30
2016-03-10		Travel to Washington See claim ANH189041							
2016-03-11		Breakfast & Inc.						16.55	17.30
		Hotel Feb. 20-25 2016					942.75		
		Taxi Home				35.00			
			TOTAL	5,111.56	0.00	68.00	942.75	233.25	86.50

Mar. 6 VAC. Ott. (MAR. 10 WASH)

Travel Expenses

Traveler's Name Jody Wilson-Raybould.
Trip Purpose Core Mandate - Meeting.
Destination Ottawa, ON.
Departure date March 6, 2016
Return date March 11, 2016.

Departure time (from home/work) 13.30, March 6, 2016,
Are meals provided on flight/train (Yes) circled / No

Multiple destination details
Are meals provided on flight/train Yes / No

Arrival time (end of travel status) 16.00, March 11, 2016
Are meals provided on flight/train (Yes) circled / No

Allocation - Claimed Meals & Incidental

DATE	BREAKFAST	LUNCH	DINNER	INCIDENTALS
March 6, 2016			✓	✓
March 7, 2016	✓	✓	✓	✓
March 8, 2016		✓	✓	✓
March 9, 2016	✓	✓		✓
March 10, 2016	—	—	—	— → separate request
March 11, 2016	✓			✓

Additional comments

PLEASE ATTACH RECEIPTS	Provided	Prepaid Expenses
Flight/Train		
Accommodation		
Taxis		
Other		

Administrative Verifications	
Meals on Hotel	
Other exp. on Hotel	
Sec. 32 > Sec.34	

Completed by: ____________________
Date: ____________________

STS✱SVP
Shared Travel Services | Services de voyage partagés

HRG

E-Ticket Itinerary Receipt and Invoice

01 March 2016

THANK YOU FOR BOOKING WITH THE HOGG ROBINSON GROUP (HRG) GOVERNMENT OF CANADA TRAVEL SERVICES. THIS DOCUMENTATION CONFIRMS YOUR TRAVEL ARRANGEMENTS.

THE INFORMATION CONTAINED IN THIS DOCUMENT IS PROVIDED BY HRG NORTH AMERICA VIA TRAVELPORT AND OTHER THIRD-PARTY VENDORS. AS SUCH, SOME CONTENT IS AVAILABLE IN ENGLISH ONLY.

PLEASE REVIEW TO ENSURE THAT ALL INFORMATION IS CORRECT.

TRAVELLERS ARE RESPONSIBLE FOR VERIFYING THEIR TRAVEL DOCUMENTS UPON RECEIPT.

ACCEPTANCE OF YOUR ITINERARY CONSTITUTES AGREEMENT WITH ITS CONTENTS.

ANY DISCREPANCY MUST BE REPORTED TO HRG NORTH AMERICA PRIOR TO 8PM EST THE SAME BUSINESS DAY.

HRG WILL NOT INCREASE THE PRICE AFTER TICKET ISSUANCE.

Itinerary details

Trip locator:	MMF1PP
Traveller:	JODY RT HON WILSONRAYBOULD

Account references

VIP :	VIP
Traveller Category :	Non Public Servants
Travel Directive Module :	M3D - Domestic - Overnight stay
THCEE Trip Category :	Core Mandate
Trip Purpose :	Core Mandate - Meetings
TAN :	ANH157877
Fiscal Year :	2015-2016
Rationale for not using virtual presence :	Personal attendance required

Itinerary summary

Traffic	Date	From-to/location	Supplier	Times	Class/room	Status
✈	06 Mar 2016	YVR - YYZ	AC148	12:00-19:20	Business	Booked
✈	06 Mar 2016	YYZ - YOW	AC466	20:10-21:16	Business	Booked

Frequent flyer cards:

Air Canada

Flight # AC148

Status: Booked

Departing:	Vancouver Intl Airport, Vancouver, Canada (YVR), Terminal M
Date/time:	06 March 2016, 12:00
Arriving:	Pearson International, Toronto, Canada (YYZ), Terminal 1
Date/time:	06 March 2016, 19:20
Duration:	4h20m
Aircraft:	BOEING 787-8 Widebody Jet
Cabin class:	Business (D)

Add to calendar

Air Canada
Flight # AC466

Status: Booked

Departing:	Pearson International, Toronto, Canada (YYZ), Terminal 1
Date/time:	06 March 2016, 20:10
Arriving:	Ottawa Intl Airport, Ottawa, Canada (YOW)
Date/time:	06 March 2016, 21:16
Duration:	1h6m
Aircraft:	Airbus A320-100/200 Narrowbody Jet
Cabin class:	Business (D)

Add to calendar

Fare details

Fare accepted:	2721.00 CAD
Taxes and fees:	155.06 XG / 0.52 RC / 0.00 XQ / 384.12 XT
Total amount:	3260.70 CAD
Fare routing:	YYZ - YOW

Service Fees

Fee 1 Base:	31.00 CAD
Fee 1 Taxes:	1.55 CAD GST
Fee 1 Total:	32.55 CAD

GENERAL INFORMATION
****
VENDOR TICKET NUMBER-2159496179
****
VENDOR NAME-AIR CANADA
VENDOR LOCATOR-PWV7II
****

GST REGISTRATION NO. R136445095 QST REGISTRATION NO. TVQ M1015857826

GST is represented by tax code XG; HST is represented by tax code RC; QST is represented by tax code XQ.

FOR ASSISTANCE OR IN TRANSIT EMERGENCY SERVICE PLEASE CONTACT HRG ANYTIME AT 1-866-857-3578 WITHIN NORTH AMERICA OR FROM OUTSIDE CANADA / USA; CALL COLLECT AT 1-613-822-3873.

FOR CREDIT CARD SUPPORT DUE TO LOST OR STOLEN CARDS PLEASE USE PHONE NUMBER ABOVE; SELECT OPTION 4 IMPORTANT; THE NAME ON THE IDENTIFICATION MUST MATCH THE NAME ON THE RESERVATION; BOARDING PASS.

FOR FLIGHTS WITHIN CANADA ALL PASSENGERS MUST PRESENT ONE PIECE OF VALID GOVERNMENT ISSUED PHOTO IDENTIFICATION THAT INCLUDES NAME / DATE OF BIRTH AND GENDER.

FOR FLIGHTS TO/FROM THE UNITED STATES ALL PASSENGERS ARE REQUIRED TO PRESENT A VALID PASSPORT.

CITIZENS OF COUNTRIES OTHER THAN CANADA AND THE UNITED STATES SHOULD CONTACT THEIR CONSULATE OR EMBASSY FOR BOARDING REQUIREMENTS OR CONSULT HRG GOVERNMENT TRAVEL SERVICE.

PROOF OF ONWARD OR RETURN TRAVEL MAY BE REQUIRED AT CHECK-IN.

PASSPORT AND VISA REQUIREMENTS:

PLEASE ENSURE PASSPORT IS VALID FOR 6 MONTHS BEYOND EXPECTED RETURN DATE.

ALL CHILDREN REGARDLESS OF AGE MUST HAVE THEIR OWN PASSPORT

CITIZENS OF COUNTRIES OTHER THAN CANADA AND THE UNITED STATES SHOULD CONTACT THE CONSULATE OR EMBASSY FOR PASSPORT AND VISA REQUIREMENTS OR CONSULT HRG GOVERNMENT TRAVEL SERVICE.

CHECK-IN:

• PLEASE ALLOW 2HRS FOR DOMESTIC (CANADA); TRANSBORDER (USA) CHECK-IN

• ALLOW 3HRS FOR ALL INTERNATIONAL CHECK-IN

THE AIRLINES RESERVE THE RIGHT TO DENY BOARDING IF MINIMUM CHECK-IN TIMES ARE NOT MET

FLIGHT TIMES ARE SUBJECT TO CHANGE; PLEASE RE-CONFIRM FLIGHT TIMES PRIOR TO DEPARTURE.

IF YOU ARE TRAVELLING TO AN INTERNATIONAL DESTINATION, PLEASE RECONFIRM YOUR RESERVATIONS 72 HOURS PRIOR TO DEPARTURE DIRECTLY WITH THE AIR CARRIER.

FOR FREE BAGGAGE ALLOWANCE AND/OR APPLICABLE FEES FOR CARRY-ON//CHECKED BAGGAGE RELATED TO YOUR FLIGHT - PLEASE VERIFY THE CARRIERS WEBSITE.

ACCOMMODATIONS:

PLEASE VERIFY THE RATE AT CHECK-IN AS LOCAL MARKET CONDITIONS MAY DICTATE A LOWER RATE.

THE SUPPLIERS PROVIDING SERVICES FOR YOUR RESERVATION MAY HAVE IMPOSED RESTRICTIONS CONCERNING THE ABILITY TO CHANGE OR MODIFY YOUR RESERVATION. THE DETAILS OF THESE RESTRICTIONS WERE PROVIDED EITHER TO YOU OR TO THE PERSON MAKING THE RESERVATION ON YOUR BEHALF. DURING THE ONLINE RESERVATION PROCESS THESE RESTRICTIONS WERE ACCEPTED PRIOR TO SUBMITTING YOUR RESERVATION FOR PURCHASE. SHOULD YOU HAVE ANY QUESTIONS OR CONCERNS, PLEASE CONTACT AN HRG NORTH AMERICA TRAVEL COUNSELLOR.

NO-SHOWS:

NO-SHOWS ARE NOT PERMITTED AND RESULT IN THE FORFEIT OF THE FULL AMOUNT OF THE FARE AT DEPARTURE TIME; PLEASE NOTE THAT NO-SHOWS AT ORIGINAL POINT OF DEPARTURE WILL ALSO RESULT IN CANCELLATION OF THE REMAINDER OF THE FLIGHTS.

CHANGES OR CANCELLATIONS MUST BE MADE PRIOR TO SCHEDULED TRAVEL DATE AND; FLIGHT TIME TO PREVENT NO SHOWS AND AVOID FORFEIT OF VALUE OF TICKET.

PLEASE NOTE THAT FARES MAY BE SUBJECT TO CHANGE AND ARE GUARANTED ONLY ONCE TICKETED.

Travel Industry regulations require the travel agency to advise the customer about the availability of optional trip cancellation insurance and optional out of province health insurance. Individuals may contact the travel insurance provider of their choice to obtain a personal quote. TICO NO. 1355825

HRG North America, 370 King St. W., Suite 700, Toronto ON M5V 1J9, 1-866-857-3578

s.19(1)

Sheraton Ottawa Hotel
150 Albert Street
Ottawa, ON K1P 5G2
Canada
Tel: 613-238-1500 Fax: 613-235 2723

Sheraton
HOTELS & RESORTS

Jody Wilson

Page Number	:	1
Guest Number	:	802071
Folio ID	:	A
No. Of Guest	:	1
Room Number	:	1704
Club Account	:	
Arrive Date	:	06-MAR-16 21:56
Depart Date	:	11-MAR-16 15:24

Tax ID : 122417470
Sheraton Ottawa 29-MAR-16 14:48

Date	Reference	Description	Charges (CAD)	Credits (CAD)
06-MAR-16	2924			
06-MAR-16	RT1704	Room	162.00	
06-MAR-16	RT1704	Room HST 13%	21.06	
06-MAR-16	RT1704	DMF 3%	4.86	
06-MAR-16	RT1704	DMF HST 13%	0.63	
07-MAR-16	RT1704	Room	162.00	
07-MAR-16	RT1704	Room HST 13%	21.06	
07-MAR-16	RT1704	DMF 3%	4.86	
07-MAR-16	RT1704	DMF HST 13%	0.63	
08-MAR-16	3268			
08-MAR-16	RT1704	Room	162.00	
08-MAR-16	RT1704	Room HST 13%	21.06	
08-MAR-16	RT1704	DMF 3%	4.86	
08-MAR-16	RT1704	DMF HST 13%	0.63	
09-MAR-16	3455			
09-MAR-16	RT1704	Room	162.00	
09-MAR-16	RT1704	Room HST 13%	21.06	
09-MAR-16	RT1704	DMF 3%	4.86	
09-MAR-16	RT1704	DMF HST 13%	0.63	
10-MAR-16	RT1704	Room	162.00	
10-MAR-16	RT1704	Room HST 13%	21.06	
10-MAR-16	RT1704	DMF 3%	4.86	
10-MAR-16	RT1704	DMF HST 13%	0.63	
11-MAR-16	AX	American Express		-1228.44
		** Total	1228.44	-1228.44
		*** Balance	-0.00	

0• C
162•000 +
21•060 +
4•860 +
0•630 +
188•550 *
188•550 x
5• =
942•750 *

Continued on the next page

Sheraton Ottawa Hotel
150 Albert Street
Ottawa, ON K1P 5G2
Canada
Tel: 613-238-1500 Fax: 613-235 2723

Sheraton
HOTELS & RESORTS

s.19(1)

Jody Wilson

Page Number	:	2
Guest Number	:	802071
Folio ID	:	A
No. Of Guest	:	1
Room Number	:	1704
Club Account	:	
Arrive Date	:	06-MAR-16 21:56
Depart Date	:	11-MAR-16 15:24

Summary of HST for your stay:

	Amount (CAD)
HST for Room Revenue:	105.30
HST for Food and Beverage:	27.69
HST for Telephone:	0.00
HST for Other:	3.15
HST for entire stay:	136.14

Tell us about your stay. www.sheraton.com/reviews

YELLOW CAB 604 681-1111
VANCOUVER, B.C., CANADA

RECEIVED FROM ____________ DATE March 6/16

$33

FROM ____________ TO Air Port

CAB NO. ____________ DRIVER ____________

AIRPORT SERVICE • 24 Hour Courier • Serving you since 1921
AT A PAYPHONE? CALL: 1-800-898-TAXI(8294) NO COINS NEEDED
GST INCLUDED
TTY LINE (hearing impaired) 604 258-4747 GST # R105762496

Airport-home
CASH RECEIPT

DELTA SUNSHINE TAXI
(1972) LTD.
TSAWWASSEN TAXI LTD.
594-5444 ◦ 594-1111 ◦ 943-1111
1-866-236-0555

Date: 11/3/16

$ 35.2.00

From: YVR

To:

Driver:

Cab No.:

"Put a little Sunshine into your day"

Department of Justice Canada / Ministère de la Justice Canada

PAYMENT VOUCHER / BORDEREAU DE PAIEMENT

Scanned Documents / Documents numérisés ☐

Final Payment / Paiement Final ☐

Original document kept in legal file / Document original conservé dans le dossier ☐

Region - Région: NCR

Organization - Organisation: DEPUTY MINISTER'S OFFICE 17

Vendor code - Code fournisseur : 134710

Payee name - Nom du bénéficiaire : ARI Financial Services Inc

Sent to Finance 14/03/16

Copy sent to CD03022

COPY

Address - Adresse :

Processed in IFMS
Doc # 1619022068
Date 18-03-16

original 22/3/16

Date goods received or services rendered - Date de réception des produits ou services:

Date invoice received / Date de réception de la facture: March 9, 206

CHEQUE STUB INFORMATION - INFORMATION SUR LE TALON DU CHÈQUE

Invoice number Numéro de la facture	Details Détails	Amount Montant
MDRLMK	Deputy Minister's Vehicle - Gasoline and Maintenance	511.56

ACCOUNTING INFORMATION *(FOR ADDITIONAL LINES SEE PAGE 2)* - RENSEIGNEMENTS DE LA COMPTABILITÉ *(POUR DES LIGNES SUPPLÉMENTAIRES - VOIR PAGE 2)*

	GL Account Compte général	Net Amount Montant net	HST/GST TVH/TPS	QST/ TVQ	Cost center Centre de coût	Fund Fonds	Functional Area Domaine Fonctionnel	Order Ordre	Assignment Affectation	Description	Commitment PO Engagement Bon de commande	Line Item L. d'item
1	4503	370.64	43.50	8.87	12000	15	4010			Gasoline	300250071	1
2	4503	6.40	0.83		12000	15	4010			Card Program Fee	300250071	2
3	4620	70.58	4.51	6.23	12000	15	4010			Repair & Maintenance	300250071	3
	Sub-Total	$ 447.62	$ 48.84	$ 15.10								
	Sub-Total Tax Amount		$ 63.94									
	TOTAL	$ 511.56										

The following boxes must be check by the verifier - Les cases suivantes doivent être cochée par le vérificateur

☐ Services Rendered/Goods Supplied / Services rendus/marchandises livrées

☐ Contract Terms Met / Rencontre les Termes du contrat

☐ Supporting documentation / Documentation à l'appui

Account Verified - Name / Compte Vérifié - Nom	Signature	Date Y-A M D-J
Prepared by - Name / Préparé par - Nom Sylvie Crispin	Date Y-A 2016 M 03 D-J 10	G/R:

CERTIFIED PURSUANT TO SECTION 34 OF THE *FINANCIAL ADMINISTRATION ACT* - CERTIFIÉ EN VERTU DE L'ARTICLE 34 DE *LA LOI SUR LES FINANCES PUBLIQUES*

Name - Nom	Signature	Date Y-A M D-J
Stéphanie Poliquin - Chief of Staff - DMO	[signature] Stéphanie Poliquin Chief of Staff to DM of Justice Chef de cabinet du SM de la Justice	2016 03 10

JUS 396-4 (2014/01)

ORIGINAL

ARI FINANCIAL SERVICES INC.
SERVICES FINANCIERS ARI INC.
1270 CENTRAL PARKWAY WEST
SUITE 600
MISSISSAUGA, ONTARIO L5C4P4
Automotive Resources International
TEL: (905) 803-8000
TOLL FREE / SANS FRAIS (800) 361-5882
FAX / TELECOPIEUR: (905) 803-8644

MISC. INVOICE / FACTURE D'ENTRETIEN

GST REG / TPS NO: #136025582RT
QST REG / TVQ NO: #1015619615

CLIENT CODE / NO DE CLIENT:	4G21-17	INVOICE NO / NO DE FACTURE:	MDRLMK
DUE DATE / DATE D'ECHEANCE:	03/31/16	INVOICE DATE / DATE DE LA FACTURE:	02/26/16

RECEIVED MAR - 9 2016

UNIT / UNITE	ITEM / ARTICLE	DATE	DESCRIPTION	AMOUNT / MONTANT
005 -339226	HST -CANADIAN TAX ACCT/	03/01/2016	JE- 2183952 HST CHG ON MTHLY SVC	.83
005 -339226	TMS&FUEL - SGT ESSENCE SPEC/	03/01/2016	JE- 2183952 MTHLY TMS - SGT CHRG	6.40
	GST= SUB-TOT=	6.40		
	HST= .83		SUB-TOTAL	7.23
005 -339226	GASOLINE/ESSENCE TYPE: UNLEAD	01/05/2016	PR: ON VEND: MACEWEN REF#: 000000 CC#: 60800005791	42.97
005 -339226	HST -CANADIAN TAX ACCT/	01/05/2016	HST- FUEL CC#: 60800005791	5.59
005 -339226	GASOLINE/ESSENCE TYPE: UNLEAD	01/18/2016	PR: ON VEND: MACEWEN REF#: 064218 CC#: 60800005791	44.25
005 -339226	HST -CANADIAN TAX ACCT/	01/18/2016	HST- FUEL CC#: 60800005791	5.75
005 -339226	GASOLINE/ESSENCE TYPE: UNLEAD	01/22/2016	PR: ON VEND: MACEWEN REF#: 062748 CC#: 60800005791	41.13
005 -339226	HST -CANADIAN TAX ACCT/	01/22/2016	HST- FUEL CC#: 60800005791	5.35
005 -339226	GASOLINE/ESSENCE TYPE: UNLEAD	01/26/2016	PR: ON VEND: MACEWEN REF#: 000000 CC#: 60800005791	39.82
005 -339226	HST -CANADIAN TAX ACCT/	01/26/2016	HST- FUEL CC#: 60800005791	5.18
005 -339226	MISC SERVICE/SERVICE DIVERS	01/27/2016	PR: ON VEND: IMPERIAL REF#: KAN03439 CC#: 60800005791	10.62
005 -339226	HST -CANADIAN TAX ACCT/	01/27/2016	HST- MAINT CC#: 60800005791	1.38
005 -339226	GASOLINE/ESSENCE TYPE: UNLEAD	01/28/2016	PR: ON VEND: MACEWEN REF#: 064201 CC#: 60800005791	31.86
005 -339226	HST -CANADIAN TAX ACCT/	01/28/2016	HST- FUEL CC#: 60800005791	4.14
005 -339226	GASOLINE/ESSENCE TYPE: UNLEAD	02/04/2016	PR: ON VEND: CANADIAN REF#: 000561 CC#: 60800005791	41.10
005 -339226	HST -CANADIAN TAX ACCT/	02/04/2016	HST- FUEL CC#: 60800005791	5.34
005 -339226	GASOLINE/ESSENCE TYPE: UNLEAD	02/08/2016	PR: ON VEND: PETRO CA REF#: 00263470 CC#: 60800005791	43.33
005 -339226	HST -CANADIAN TAX ACCT/	02/08/2016	HST- FUEL CC#: 60800005791	5.63
005 -339226	GASOLINE/ESSENCE TYPE: UNLEAD	02/11/2016	PR: PQ VEND: PETRO CA REF#: 00040104 CC#: 60800005791	41.75
005 -339226	GST CHARGEBACKS/TPS	02/11/2016	GST- FUEL CC#: 60800005791	2.09
005 -339226	QST/TAXE QC REMBOURSABLE	02/11/2016	QST- FUEL CC#: 60800005791	4.17
005 -339226	GASOLINE/ESSENCE TYPE: UNLEAD	02/20/2016	PR: PQ VEND: CST CANA REF#: 22092 CC#: 60800005791	44.43
005 -339226	MISC SERVICE/SERVICE DIVERS	02/20/2016	PR: PQ VEND: CST CANA REF#: 22092 CC#: 60800005791	4.70
005 -339226	GST CHARGEBACKS/TPS	02/20/2016	GST- MAINT CC#: 60800005791	.24
005 -339226	GST CHARGEBACKS/TPS	02/20/2016	GST- FUEL CC#: 60800005791	2.22
005 -339226	QST/TAXE QC REMBOURSABLE	02/20/2016	QST- MAINT CC#: 60800005791	.47
005 -339226	QST/TAXE QC REMBOURSABLE	02/20/2016	QST- FUEL CC#: 60800005791	4.43
	GST= 4.55 SUB-TOT=	385.96		
	HST= 38.36		MAINT/ENTRETIEN .47	
QST/TVQ:	TOTAL: 9.07 FUEL/ESSENCE:	3.60	DIESEL: SUB-TOTAL	437.94
005 -339226	MR LUBE CANADA LP VENDOR: 099426	02/08/2016	QTY: 001.00 REGULIER FORFAITS	49.99
	INVOICE: 1607307988	02/08/2016	QTY: 001.00 RECYCLING FEE	.75
	EVENT: NON-PO / SRVCD	02/08/2016	QTY: 001.00 GST	2.89
	P.O.: 00057150189 ODOM: 9,750	02/08/2016	QTY: 001.00 QST	5.76
	CLIENT AUTH: NON-PO	02/08/2016	QTY: 001.00 FILTRE SPECIAL COUT	7.00
	CLIENT P.O.: MRSRVCD		SUB-TOTAL	66.39
	GST= 2.89 SUB-TOT=	57.74		
QST/TVQ:	TOTAL: 5.76 FUEL/ESSENCE:		DIESEL: MAINT/ENTRETIEN 5.76	

MAIL TO / POSTER A:
DEPT OF JUSTICE
ATTN: SYLVIE CRISPIN
284 WELLINGTON ST, EMB-4143A
OTTAWA ON K1A 0H8

REMIT TO / REMETTRE A:
ARI FINANCIAL SERVICES T46163
P O BOX 46163
POSTAL STATION A
TORONTO ON M5W4K9

PBN:136025582PG0002

* DATE REPRESENTS PURCHASE DATE OR DATE PAID BY ARI / DATE REPRÉSENTANT DATE D'ACHAT OU DATE DE PAIEMENT PAR ARI

993 UNKNOWN 9A

s.18(a)

6325 ①

MacEwen Fallowfield
4564 Fallowfield Rd
Ottawa,Ontario
K2J 4S2

DATE: 2016-01-05 TIME: 06:37
STORE #: 21044 TRANS #: 232358
Paypoint: 01K
hst: R882731961

FUEL	(L)	($/L)	($)
Pump 1			
Regular	53.129	0.914	48.56

TOTAL $ 48.56

CREDIT CARD $ 48.56

* hst INCLUDED IN FUEL $ 5.59

Purchase
ARI S
INVOICE NO: 001696
TERMID: ZB048KT1
MERCHANT #: 40099445704
APPROVED 063754
REF: 714001001002
ACI/ISO 001/00

X

Plate #

****

7587 ②

MacEwen Fallowfield
4564 Fallowfield Rd
Ottawa,Ontario
K2J 4S2

DATE: 2016-01-18 TIME: 06:42
STORE #: 21044 TRANS #: 243837
Paypoint: 01K
hst: R882731961

FUEL	(L)	($/L)	($)
Pump 7			
Regular	59.589	0.839	50.00

TOTAL $ 50.00

CREDIT CARD $ 50.00

* hst INCLUDED IN FUEL $ 5.75

Purchase
ARI S
INVOICE NO: 009553
TERMID: ZB048KT1
MERCHANT #: 40099445704
APPROVED 064218
REF: 738001001006
ACI/ISO 001/00

X

Plate #

****

7924 ③

MacEwen Fallowfield
4564 Fallowfield Rd
Ottawa,Ontario
K2J 4S2

DATE: 2016-01-22 TIME: 06:27
STORE #: 21044 TRANS #: 247574
Paypoint: 01K
hst: R862731961

FUEL	(L)	($/L)	($)
Pump 1			
Regular	55.396	0.839	46.48

TOTAL $ 46.48

CREDIT CARD $ 46.48

* hst INCLUDED IN FUEL $ 5.35

Purchase
ARI S
INVOICE NO: 001854
TERMID: ZB048KT1
MERCHANT #: 40099445704
APPROVED 062748
REF: 745001001005
ACI/ISO 001/00

X

Plate #

****

s.18(a)

8305 (4) (8)

MacEwen Fallowfield
4564 Fallowfield Rd
Ottawa,Ontario
K2J 4S2

DATE: 2016-01-26 TIME: 06:40
STORE #: 21044 TRANS #: 250707
Paypoint: 01K
hst: R882731961

FUEL	(L)	($/L)	($)
Pump 1			
Regular	52.385	0.859	45.00

TOTAL $ 45.00

CREDIT CARD $ 45.00

hst INCLUDED IN FUEL $ 5.18

Purchase
ARI S
INVOICE NO: 003988
TERMID: ZB048KT1
MERCHANT #: 40099445704
APPROVED 064050
REF: 751001001005
ACT/ISO 001/00

X

Plate #

****

Esso (5)

We're drivers too.

ISLAND PARK ESSO
369 ISLAND PK. DR.
OTTAWA, ON K1Y 0B1

VRN R103862306 2016/01/27 07:36

* CREDIT PURCHASE *

ITEM	QTY	PRICE	AMOUNT
Washer Fluid	2	5.31	10.62G
		HST	1.38
		TOTAL	$12.00

AUTH 259843-F INVOICE KAN3439S

ARI

LOYALTY: NO

TRY OUR TOUCHLESS CARWASH TODAY
THE BEST IN TOWN!
Ask an attendant about a Carwash
Value Pack today and save

IMPORTANT - retain this copy for your records

** CUSTOMER COPY **

8591 (6)

MacEwen Fallowfield
4564 Fallowfield Rd
Ottawa,Ontario
K2J 4S2

DATE: 2016-01-28 TIME: 06:42
STORE #: 21044 TRANS #: 252590
Paypoint: 01K
hst: R882731961

FUEL	(L)	($/L)	($)
Pump 3			
Regular	45.053	0.799	36.00

TOTAL $ 36.00

CREDIT CARD $ 36.00

hst INCLUDED IN FUEL $ 4.14

Purchase
ARI S
INVOICE NO: 005263
TERMID: ZB048KT1
MERCHANT #: 40099445704
APPROVED 064201
REF: 754001001008
ACT/ISO 001/00

X

Plate #

****

s.18(a)

9347 (7)

Canadian Tire #1335
2201 Greenbank Rd.
Nepean, Ontario
K2J 4Y6
613-825-2766

2016-02-04 06:53:09 TRANS #: 083423
HST: R100773019
Paypoint : 01K

FUEL	(L)	($/L)	($)
Pump 1			
Regular	62.418	0.769	48.00

HST INCLUDED IN FUEL $ 5.52

TOTAL $ 48.00

ARIGOV [redacted] S

TERMID: 1335P001
INVOICE NO: 000561
APPROVED 275385

Become a Member of the My Canadian Tire 'Money' program today at www.canadiantire.ca. Collect e-CT 'Money' to redeem at Canadian Tire.

THANK YOU FROM
CT STATION # 1335
TELL US HOW WE DID
AND WIN $1000 DAILYY
@ TELLCDNTIREGAS.COM
OR 1-888-431-5596

-- IMPORTANT --

Retain This Copy For Your Records

--- Customer's Copy ---

9790 (8)

PETRO-CANADA
3766 FALLOWFIELD
NEPEAN
Ontario K2J 1A1

F-HST: 893632687 (613) 825-8765
2013-02-08 PC0229499:0049601 18:32
TERMINAL: 050049601 OPER: A
PAYPOINT: 050049601

FUEL	(L)	($/L)	($)
Pump 7			
Regular	67.463	0.756	51.00*

Total Owed 51.00

TOTAL PAID
CREDIT CARD $ 51.00

#TAXES INCL. #TAXES EXCL.

[illegible]
F-HST TOTAL $ 3.61

ARI CANADA [redacted] S
INV. 263470 AUTH. 666106
Purchase

00 APPROVED - THANK YOU

-- IMPORTANT --
Retain This Copy For Your Records

CUSTOMER COPY

Survey! Earn Points & chance to win gas

10300 (9)

PETRO-CANADA
47 RUE GREBER
GATINEAU
Quebec J8T 3P7

TPS: 143948966 >1 (819) 561-0737
TVQ: 1087313472
2016-02-11 PC0078882:1318402 19:19
TERMINAL: 061318402 OPER: A
PAYPOINT: 061318402

CARBURANT	(L)	($/L)	($)
Distr. 3			
Ordinaire	63.382	0.789	50.01*

Total dû 50.01

TOTAL PAYÉ CARTE DE CRÉDIT $ 50.01

#TAXES INCL. #TAXES EXCL.

TOTAL TPS $ 2.17
TOTAL TVQ $ 4.34

ARI CANADA [redacted] S
FACTURE 040104 AUTOR. 600632
Achat

00 APPROUVEE - MERCI

-- IMPORTANT --
Conserver cette copie pour vos dossiers

COPIE DU CLIENT

Sondage Points bonis et essence à GAGNER petro-canada.ca/hero

s.18(a)

11100 (10)

Ultramar

TPS: 63580013?
TVQ: 1219927?

2016/02/20 16:14
TRANS: 792301

DEMANDE: 2016?2?

CARBURANT	(L)	($/L)	($)
Ordinaire	59.122	0.889	52.56#

PRODUIT	QTÉ	PRIX	MONTANT
SAC GLACE 40 3.78	1	4.79	4.79*

Taxes sur 59.122 Litres de Carb. Ordinaire
TPS: 5.000% = $2.29
TVQ: 9.975% = $4.56
Total des taxes: = $6.85

Taxes sur tous les autres produits
Total TPS: $0.24 Total TVQ: $0.48

#TAXES INCLUSES *TAXES EXCLUES

TOTAL $ 58.07
ACHAT ARI 58.07

Achat
G
TERM ID: 03227BE1
No FACTURE: 00006230
234001001003
SQ 001/00
APPROUVEE 161410

Notre mission:
Combler plus de clients chaque jour

Économisez avec la
Mastercard Ultramar
Obtenez une remise
équivalant jusqu'à
cents par litre!
bnc.ca/ultramar

Department of Justice Canada — Ministère de la Justice Canada

PAYMENT VOUCHER — BORDEREAU DE PAIEMENT

Scanned Documents / Documents numérisés ☐

Final Payment / Paiement Final ☐

Original document kept in legal file / Document original conservé dans le dossier ☐

Region - Région: NCR

Organization - Organisation: DEPUTY MINISTER'S OFFICE

Vendor code - Code fournisseur : 134710

Payee name - Nom du bénéficiaire : ARI Financial Services Inc

Address - Adresse :

Sent to Finance 11/03/16

Copy sent to CD03022

Processed in IFMS

Date 18-03-16

Originale 22/3/16

COPY

Date goods received or services rendered - Date de réception des produits ou services:

Date invoice received / Date de réception de la facture: March 9, 206

CHEQUE STUB INFORMATION - INFORMATION SUR LE TALON DU CHÈQUE

Invoice number Numéro de la facture	Details Détails	Amount Montant
MDRLMK	Deputy Minister's Vehicle - Gasoline and Maintenance	511.56

ACCOUNTING INFORMATION *(FOR ADDITIONAL LINES SEE PAGE 2)* - RENSEIGNEMENTS DE LA COMPTABILITÉ *(POUR DES LIGNES SUPPLÉMENTAIRES - VOIR PAGE 2)*

	GL Account Compte général	Net Amount Montant net	HST/GST TVH/TPS	QST/ TVQ	Cost center Centre de coût	Fund Fonds	Functional Area Domaine Fonctionnel	Order Ordre	Assignment Affectation	Description	Commitment PO Engagement Bon de commande	Line Item L. d'item
1	4503	370.64	43.50	8.87	12000	15	4010			Gasoline	300250071	1
2	4503	6.40	0.83		12000	15	4010			Card Program Fee	300250071	2
3	4620	70.58	4.51	6.23	12000	15	4010			Repair & Maintenance	300250071	3

Sub-Total	$ 447.62	$ 48.84	$ 15.10
Sub-Total Tax Amount		$ 63.94	
TOTAL	$ 511.56		

The following boxes must be check by the verifier - Les cases suivantes doivent être cochée par le vérificateur

☐ Services Rendered/Goods Supplied / Services rendus/marchandises livrées

☐ Contract Terms Met / Rencontre les Termes du contrat

☐ Supporting documentation / Documentation à l'appui

Account Verified - Name / Compte Vérifié - Nom	Signature	Date Y-A M D-J
Prepared by - Name / Préparé par - Nom: Sylvie Crispin	Date Y-A 2016 M 03 D-J 10	G/R :

CERTIFIED PURSUANT TO SECTION 34 OF THE *FINANCIAL ADMINISTRATION ACT* - CERTIFIÉ EN VERTU DE L'ARTICLE 34 DE *LA LOI SUR LES FINANCES PUBLIQUES*

Name - Nom	Signature	Date Y-A M D-J
Stéphanie Poliquin - Chief of Staff - DMO	[signature] Stéphanie Poliquin, Chief of Staff to DM of Justice, Chef de cabinet du SM de la Justice	2016 03 10

JUS 396-4 (2014/01)

M. LUBE

Facture

MR. LUBE STORE #73
3805310 Canada, Inc.
480 ST. JOSEPH BLVD
GATINEAU, QC J8Y 3Y7
(819) 595-5172

Date	2/8/2016 12:25 PM
N° de facture	7307988
N° de transaction	16020807307988
Employés	

s.18(a)

s.19(1)

Departement Of Juste
284 Wellington
OTTAWA, ON K1A 0H8 (613) 952-3500

Renseignements sur le véhicule

PLAQUE D'IMMATRICULATION ON-
KILOMÉTRAGE 9750
2016 CHRYSLER 300 3.6L V6
VIN 2C3CCAAG3GH106149

ARI608000 N ARI Government (Federal)
FLEETCARDNO
EXPIRYDATE
CARDLIMIT 500
AUTHORIZATION
VIN

J'ai lu et accepté les renseignements indiqués sur cette facture.

Entretiens antérieurs

DATE	KILOMÉTRAGE	SERVICES
2/8/16	9750	OC3 WW EMP

VERIFICATION:

-Filtre a air	INSP/OK
-Filtre a air d'habitacle	INSP/OK
-Soupape d'emission (RGC)	N/A
-Niveau de liquide diff.	N/A
-Niveau de liquide transfer	N/A
-Filtre d'emission des gaz	N/A
-Phares	INSP/OK
-Balais d'essuie-glace	INSP/OK
-Courroie multifonction	INSP/OK
-Batterie d'accumulateurs	INSP/OK
-Fuites (liquide, huile)	INSP/OK
-Pression de pneus	AJUSTE
-Vitre avant	SNS DOMMG

SERVICES GRATUITS:

-Lavage des fenetres	COMPLETES
-Lubrification des charniere	COMPLETES
-Verification des liquide et	COMPLETES

Description	QTÉ	Prix
REGULIER FORFAITS	1.00	49.99
RECYCLING FEE	1.00	0.75
COURTESY CHECK	1.00	0.00
LUBER-FINER P1009	1.00	0.00
FILTRE SPECIAL COUT $7	1.00	7.00
MOBIL SUPER 1000 5W20 BLK	5.60	0.00
TIRE PRESS PNEU ===>	32.00	0.00
SEALED GRAISSAGE SCELLE	1.00	0.00
FREE WASHER FLUID TOP-UP	1.00	0.00
LV VRAC/ BULK WWF	2.00	0.00
BATTERY TEST PASSED	1.00	0.00
4976	1.00	0.00

VENTE	$57.74
GST# 896313012	2.89
TVQ# 1023816446	5.76
TOTAL	**$66.39**
COMPTE	66.39

Aucun
Merci

Dit

/2016 ou 17750

Les ... sur

Bouchon de la transmission/boîte	☐ Vérifié	☐ Vidange
Filtre à carburant	☐ Vérifié	
Bouclier	☐ Vérifié	

EXPIRY DATE CHECKED ☐
DATE D'EXPIRATION VÉRIFIÉE

AUTHORIZATION NUMBER/NO D'AUTORISATION

DATE M 02 D-J 08 Y-A 16 DELIVERED/LIVRE
CLERK/COMMIS DEPT/RAYON

0213246

QTY/QTÉ	DESCRIPTION	AMOUNT/MONTANT
	oil Change	49 99

-ON.

CDN 57 74

X
CARD HOLDER'S SIGNATURE- SIGNATURE DU TITULAIRE

TERMS AND CONDITIONS APPLICABLE TO THIS SALE ARE IN ACCORDANCE WITH YOUR AGREEMENT WITH THE ISSUER OF THIS CARD

LES CONDITIONS ET MODALITÉS APPLICABLES À CETTE VENTE SONT CONFORMES À L'ENTENTE AVEC L'ÉMETTEUR DE VOTRE CARTE

CUSTOMER'S COPY - COPIE DU CLIENT

2

s.19(1)

Sent to Finance 04 AVR. 2016
Copy sent to Sharepoint

Government of Canada / Gouvernement du Canada

Travel Expense Report / Note de Frais de Voyages

Field	Value
Travel No. - Nº du voyage	ANH187041
Type	2
Name of Claimant - Nom du demandeur	Hon. Jody Wilson-Raybould
Department - Ministère	Justice Canada
Branch - Direction	Minister's Office
Send Cheque to - Envoyer le chèque à l'adresse suivante	EMB 4th Floor
Address - Adresse	EMB 4th Floor
Telephone - Téléphone	992-4621
Purpose of Travel - But du voyage	Meeting Washington March 10, 2016 - Capitol Hill & Canada Embassy

EXPENSES PREPAID BY DEPARTMENT - DÉPENSES PAYÉES À L'AVANCE PAR LE MINISTÈRE

1	TRANSPORTATION / TRANSPORT	Date / Time of Departure / Heure du départ: 2016-03-10	Arrival / Arrivé: 2016-03-10	$ 1,619.12
2	OTHER EXPENSES / AUTRES DÉPENSES			

AUTHORIZED ALLOWANCES - INDEMNITÉS AUTORISÉES

PRIVATE VEHICLE ALLOWANCE	INDEMNITÉ-VÉHICULE PARTICULIER			
PREVIOUSLY CLAIMED THIS FISCAL YEAR	DÉJÀ RÉCLAMÉ PRÉSENT EXERCICE			
THIS CLAIM	INDEMNITÉ DEMANDÉE			

COMPREHENSIVE ALLOWANCE (Accommodation, meals and incidental expenses) / INDEMNITÉ GLOBALE (Logement, Repas et frais divers) OR-OU COMPOSITE ALLOWANCE (Meals and incidental expenses for full calendar days only) / INDEMNITÉ DÉTAILLÉE (Repas et frais divers pour les jours de calendrier complets seulement)

RATE / TAUX		days @ / jours	days @ / jours	days @ / jours	$ 0.00
PARTIAL COMPOSITE ALLOWANCES / INDEMNITÉ DÉTAILLÉE PARTIELLE	MEALS / REPAS	1 Breakfasts / Petits déjeuners @ $ 22.13	Lunches / Déjeuners @	1 Dinners / Diners @ $ 59.38	$ 81.51
	INCIDENTAL EXPENSES / FRAIS DIVERS	0 days @ / jours $ 17.30	days @ / jours	days @ / jours	$ 0.00
OTHER ALLOWANCES (Specify) / AUTRES INDEMNITES (Précisez lesquelles)					

EXPENSES NOT INCLUDED ABOVE - DÉPENSES AUTRES QUE CI-DESSUS

			Vr. No. - P. Nº	
3	Vehicle Rental / Location de véhicule			
4	Public Transportation / Transport en commun			
5	Accommodation / Logement			
6	Meals / Repas			
7	All Other Expenses (Specify) / Autres (précisez)	Computing Services		$ 21.74

I certify that the amounts included in this claim were incurred on authorized government business travel. / Je certifie que les montants faisant l'objet de la présente réclamation constituent des dépenses entraînées par des voyages pour affaires officielles.

Signature (Claimant - Demandeur) — Date Y-A M D-J

[redacted] ...n vertu de l'article 34 ...sur la gestion des ...publiques — Y-A M D-J — Date

Signature — Date Y-A M D-J

Total Expenses	Total des dépenses	$ 1,722.37
Less Total 1 and 2 Above	Moins le total des paragraphes 1 et 2	$ 1,619.12
Total Claimed	Total Demandé	$ 103.25
Less Advance	Moins L'avance	
Amount due Reciever General of Canada	Total dû au Receveur général du Canada	
AMOUNT DUE CLAIMANT	TOTAL DÛ AU REQUÉRANT	$ 103.25

Type Particulars - Details
3

PAYMENT RECORD - ENREGISTREMENT DU PAIEMENT

Type 7	2 Sub Type	5 P.R.I. CIDP	8 Amount - Montant	14 Requisition No. / Nº de la demande	15 Supplier Indicator / Indicateur du fournisseur	17 Due Date / Date d'échéance Y-A M D-J
	80	[redacted]	103.25		0	

Type 4 — ACCOUNTING INFORMATION - RENSEIGNEMENTS DE LA COMPTABILITÉ

2 Sub Type	3 Dept. Ref. No. / Nº de réf. min.	5 Coding - Codage	6 Amount - Montant	CR-CT
	300258232	11050-4010-1524		
	7 Description		8 Fin. Encumbrance No. / Nº de la charge financière	
2	3	5	6	
	7		8	
2	3	5	6	
	7		8	

Dept. Pre-Audit and Account Verification. / Vérification de la comptabilité au niveau du ministère — Signature

Verified correct - Vérifié conforme — Signature

TOTAL ▶

Requisitioned for payment pursuant to section 33 of the Financial Administration Act and Certified in accordance with section 7 of the Payment Requisitioning Regulations / Demandé pour paiement conformément à l'article 33 de la Loi sur la gestion des finances publiques, et certifié aux termes de l'article 7 du Règlement sur les réquisitions de paiements. — Signature

Services Officer - Agent des services — Signature

20 Cheque No. - Nº de chèque — 21 Date Y-A M D-J

GC 73 (2014/03) 7540-21-910-7366

Record of Travel Expenses

Personal Record Identifier Vendor	Travel Number ANH189041
Name Hon. Jody Wilson Raybould	

s.19(1)

DATE	ARRIVAL TIME-DEPART URE	DETAILS	DISTANCE Miles/KM	PREPAID Transpo-rtation	PREPAID Other	OUT OF POCKET Transpor-tation	OUT OF POCKET Accomm-odation	OUT OF POCKET Meals	OUT OF POCKET Other
2016-03-10									
	13:30	Flight		1,511.77					
		Flight Fees		107.35					
		Breakfast Rate 1.3373						22.13	
		Dinner Rate 1.3373						59.38	
		Computing Services for work - See attached Statement							21.74
			TOTAL	1,619.12	0.00	0.00	0.00	81.51	21.74

anh

Mar 11	Mar 11	HOTEL COMPUTING USD VANCOUVER UNITED STATES DOLLAR 15.90 @ 1.36730	21.74
Mar 13	Mar 14	UBC PARKING-DIGITAL P VANCOUVER	5.25
Total of new transactions for JODY WILSON RAYBOULD			5,071.75

OTHER ACCOUNT TRANSACTIONS

Washington

Hillel BC, mtg with UBC Students

BANK OF CANADA
BANQUE DU CANADA

10-Year Currency Converter

Important Notice: Effective 1 March 2017, Bank of Canada exchange rates are changing

For more information, see the related **press release** (http://www.bankofcanada.ca/2016/02/bank-canada-announces-future-changes-published-foreign-exchange-rate-data/) and **background information** (http://www.bankofcanada.ca/rates/exchange/upcoming-changes-published-bank-canada-foreign-exchange-rates/) .

Terms and Conditions

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View or save this data in: SDMX, XML, CSV

View data for the past:

- 1 week
- 2 weeks
- 1 month
- 3 months
- 6 months
- 1 year

1.00 USD (U.S. dollar (noon))

CAD (Canadian Dollar)

Date	CAD = Canadian Dollar	Exchange rate
2016-03-10	1.34 CAD	1.3373 [0.7478]

See Also

Daily Currency Converter (http://www.bankofcanada.ca/rates/exchange/daily-converter/)

Why is the Currency I'm Looking for Not Listed Here?

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Yes. The Agency accepts Bank of Canada exchange rates as the basis for calculations involving income and expenses that are denominated in foreign currencies.

s.18(a)
s.19(1)

STS SVP
Shared Travel Services Services de voyage partagés

HRG

E-Ticket Itinerary Receipt and Invoice

07 March 2016

THANK YOU FOR BOOKING WITH THE HOGG ROBINSON GROUP (HRG) GOVERNMENT OF CANADA TRAVEL SERVICES. THIS DOCUMENTATION CONFIRMS YOUR TRAVEL ARRANGEMENTS.

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ANY DISCREPANCY MUST BE REPORTED TO HRG NORTH AMERICA PRIOR TO 8PM EST THE SAME BUSINESS DAY.

HRG WILL NOT INCREASE THE PRICE AFTER TICKET ISSUANCE.

Itinerary details

Trip locator:	V8VVLE
Traveller:	JODY RT HON WILSONRAYBOULD

Account references

VIP :	VIP
Traveller Category :	Non Public Servants
Travel Directive Module :	M2 - Outside Headquarters - No overnight
THCEE Trip Category :	Core Mandate
Trip Purpose :	Core Mandate - Meetings
TAN :	ANH189041
Rationale for not using virtual presence :	Cost saving of alternatives is marginal or nil

Itinerary summary

Traffic	Date	From-to/location	Supplier	Times	Class/room	Status
✈	10 Mar 2016	YOW - DCA	AC8450	09:05-10:51	Economy	Booked
✈	10 Mar 2016	DCA - EWR	UA4195	18:54-20:21	Economy	Booked
✈	10 Mar 2016	EWR - YOW	UA3825	21:55-23:22	Economy	Booked

Frequent flyer cards:

E-ticket 1

Invoice number:	95029
Traveller name:	WILSONRAYBOULD/J
Ticket number:	0141613053707
Route:	Ottawa Intl Airport, Ottawa - Ronald Reagan National, Washington - Newark International, Newark - Ottawa Intl Airport, Ottawa
Fare amount:	1323.50 CAD
Taxes:	12.10 CA / 66.78 XG / 109.39 XT
Ticket amount:	1511.77 CAD
Issuing agency:	67524192
Date of issue:	07 March 2016
Form of payment:	
Endorsements:	GOC-ACJV NONREF-0VALUAFTDPT-C/HGFEE

Air Canada
Operated By: Air Canada Express - Jazz
Flight # AC8450

Booking reference: LB4XG5
Status: Booked

Departing:	Ottawa Intl Airport, Ottawa, Canada (YOW)
Date/time:	10 March 2016, 09:05
Arriving:	Ronald Reagan National, Washington, United States (DCA), Terminal A
Date/time:	10 March 2016, 10:51
Duration:	1h46m
Aircraft:	Canadair Regional Jet Narrowbody Jet
Cabin class:	Economy (H)
Seat:	12D
Baggage allowance:	0PC

Add to calendar

United Airlines Inc
Operated By: Expressjet Airlines Dba United Express
Flight # UA4195

Booking reference: AZMYM2
Status: Booked

Departing:	Ronald Reagan National, Washington, United States (DCA), Terminal B
Date/time:	10 March 2016, 18:54
Arriving:	Newark International, Newark, United States (EWR), Terminal A
Date/time:	10 March 2016, 20:21
Duration:	1h27m
Aircraft:	Embraer RJ135/140/145 Narrowbody Jet
Cabin class:	Economy (M)
Seat:	20C
Baggage allowance:	0PC

Add to calendar

United Airlines Inc
Operated By: Expressjet Airlines Dba United Express
Flight # UA3825

Booking reference: AZMYM2
Status: Booked

Departing:	Newark International, Newark, United States (EWR), Terminal A
Date/time:	10 March 2016, 21:55
Arriving:	Ottawa Intl Airport, Ottawa, Canada (YOW)
Date/time:	10 March 2016, 23:22
Duration:	1h27m
Aircraft:	Embraer RJ135/140/145 Narrowbody Jet
Cabin class:	Economy (M)
Seat:	22C
Baggage allowance:	0PC

Add to calendar

Fare details

Fare accepted:	1323.50 CAD
Taxes and fees:	12.10 CA / 23.00 SQ / 7.50 AY / 47.80 US / 5.30 XA / 6.00 XF / 9.40 XY / 7.40 YC / 2.99 RC / 66.78 XG
Total amount:	1511.77 CAD
Fare routing:	YOW - DCA DCA - EWR EWR - YOW

Service Fees

Fee 1 Base:	95.00 CAD
Fee 1 Taxes:	12.35 CAD HST
Fee 1 Total:	107.35 CAD

Travel Expenses

Traveler's Name Jody Wilson-Raybould.
Trip Purpose Core Mandate meetings.
Destination Washington, D.C.
Departure date March 10, 2016
Return date "

Departure time (from home/work) 6.00, March 10
Are meals provided on flight/train
Yes
(No) [circled]

Multiple destination details
Are meals provided on flight/train
Yes
No

Arrival time (end of travel status) 20.30, March 10
Are meals provided on flight/train
Yes
(No) [circled]

Allocation - Claimed Meals & Incidental

DATE	BREAKFAST	LUNCH	DINNER	INCIDENTALS
March 10.	✓		✓	

Additional comments

PLEASE ATTACH RECEIPTS	Provided	Prepaid Expenses
Flight/Train		
Accommodation		
Taxis		
Other		

Administrative Verifications	
Meals on Hotel	
Other exp. on Hotel	
Sec. 32 > Sec.34	

Completed by: ____________
Date: ____________

Financial Coding	Total Excl. Tax	Total Incl. Tax
1524 - 11050 - 0130 - 4010 - 15 - - 3003 -	1,511.77	1,511.77

Approval History

Date And Time	Approver	Approval Status	Comment

Warning: POLICY BREACH

- M2 Outside Headquarters Canada Domestic:
- M2 Outside Headquarters Canada Domestic:
- M2 Outside Headquarters Canada Domestic:

Itinerary Details

PNR:	*V8VVLE*	**Traveller Type:**	*Minister*
Trip Status:	*Booked*	**Primary Trip Purpose:**	*Core Mandate - Meetings*

Flight (CAD) **1,511.77**

AC Air Canada Ottawa Intl Arpt, Ottawa, Canada — Ronald ... **Booking Ref: LB4XG5**

Flight	Departure	Arrival	Class
8450	Ottawa Intl Arpt, Ottawa, Canada 10/03/2016 09:05	Ronald Reagan National, Washington, United States 10/03/2016 10:51	Economy

Mileage: 0 | **Total CO_2 Emissions:** 0

Payment Method: DTEC Cost 1,511.77

UA United Airlines Inc Ronald Reagan National, Washingt ... **Booking Ref: AZMYM2**

Flight	Departure	Arrival	Class
4195	Ronald Reagan National, Washington, United States 10/03/2016 18:54	Newark International, New York, United States 10/03/2016 20:21	Economy

Mileage: 0 | **Total CO_2 Emissions:** 0

Payment Method: DTEC Cost 0.00

UA United Airlines Inc Newark International, New York, Un ... **Booking Ref: AZMYM2**

Financial Coding	Total Excl. Tax	Total Incl. Tax
1524 - 11050 - 0130 - 4010 - 15 - - 3003 -	1,511.77	1,511.77

Approval History

Date And Time	Approver	Approval Status	Comment

Warning: POLICY BREACH

- M2 Outside Headquarters Canada Domestic:
- M2 Outside Headquarters Canada Domestic:
- M2 Outside Headquarters Canada Domestic:

Itinerary Details

PNR: *V8VVLE* **Traveller Type:** *Minister*

Trip Status: *Booked* **Primary Trip Purpose:** *Core Mandate - Meetings*

Flight (CAD) 1,511.77

AC Air Canada Ottawa Intl Arpt, Ottawa, Canada — Ronald ... **Booking Ref: LB4XG5**

Flight	Departure	Arrival	Class
8450	Ottawa Intl Arpt, Ottawa, Canada 10/03/2016 09:05	Ronald Reagan National, Washington, United States 10/03/2016 10:51	Economy

Mileage: 0 | Total CO_2 Emissions: 0

Payment Method: DTEC Cost 1,511.77

UA United Airlines Inc Ronald Reagan National, Washingt ... **Booking Ref: AZMYM2**

Flight	Departure	Arrival	Class
4195	Ronald Reagan National, Washington, United States 10/03/2016 18:54	Newark International, New York, United States 10/03/2016 20:21	Economy

Mileage: 0 | Total CO_2 Emissions: 0

Payment Method: DTEC Cost 0.00

UA United Airlines Inc Newark International, New York, Un ... **Booking Ref: AZMYM2**

AC Air Canada Ottawa Intl Arpt, Ottawa, Canada — Ronald... **Booking Ref: LB4XG5**

Flight	Departure	Arrival	Class
3825	**Newark International, New York, United States** 10/03/2016 21:55	**Ottawa Intl Arpt, Ottawa, Canada** 10/03/2016 23:22	Economy

Mileage: 0 | Total CO_2 Emissions: 0

Payment Method: DTEC Cost 0.00

Total Itinerary Cost (CAD) 1,511.77

Signatures

I have access to the Treasury Board Travel Policy (internal policy for separate employers) and accept the terms and conditions of travel that are in accordance with current policy.

Traveller Name *JODY RT HON WILSONRAYBOULD* **Submit Date** ____________________

Signature

Certified pursuant to section 32 of the Financial Administration Act.

Approver Name *Jody Wilson-Raybould* **Approval Date** ____________________

Signature

Government of Canada / Gouvernement du Canada

s.19(1)

Travel Expense Report / Note de Frais de Voyages

Type: 2

Travel No. - N° du voyage: ANH175210

Name of Claimant - Nom du demandeur: Hon. Jody Wilson-Raybould

Department - Ministère: Justice Canada

Branch - Direction: Minister's Office

Send Cheque to - Envoyer le chèque à l'adresse suivante: EMB 4th Floor

Address - Adresse: EMB 4th Floor

Telephone - Téléphone: 992-4621

Purpose of Travel - But du voyage: Ottawa - NYC - Washington- BC March 13-18, 2016 - Meetings

EXPENSES PREPAID BY DEPARTMENT - DÉPENSES PAYÉES À L'AVANCE PAR LE MINISTÈRE

(1) TRANSPORTATION / TRANSPORT	Date / Time of Departure / Heure du départ: 2016-03-13 — Arrival / Arrivé: 2016-03-18	$ 5,524.55
(2) OTHER EXPENSES / AUTRES DÉPENSES		

AUTHORIZED ALLOWANCES - INDEMNITÉS AUTORISÉES

PRIVATE VEHICLE ALLOWANCE / INDEMNITÉ-VÉHICULE PARTICULIER				
PREVIOUSLY CLAIMED THIS FISCAL YEAR / DÉJÀ RÉCLAMÉ PRÉSENT EXERCICE				
THIS CLAIM / INDEMNITÉ DEMANDÉE				

OR-OU	COMPREHENSIVE ALLOWANCE (Accommodation, meals and incidental expenses) / INDEMNITÉ GLOBALE (Logement, Repas et frais divers)	COMPOSITE ALLOWANCE (Meals and incidental expenses for full calendar days only)	INDEMNITÉ DÉTAILLÉE (Repas et frais divers pour les jours de calendrier complets seulement)	
RATE / TAUX	2 days @ jours $ 21.80	2 days @ jours $ 22.13	2 days @ jours $ 58.48	$ 204.82
PARTIAL COMPOSITE ALLOWANCES / INDEMNITÉ DÉTAILLÉE PARTIELLE — MEALS / REPAS	2 Breakfasts / Petits déjeuners @ $ 16.55	2 Lunches / Déjeuners @ $ 16.80	2 Dinners / Dîners @ $ 44.40	$ 155.50
INCIDENTAL EXPENSES / FRAIS DIVERS	3 days @ jours $ 22.78	days @ jours	days @ jours	$ 68.34
OTHER ALLOWANCES (Specify) / AUTRES INDEMNITÉS (Précisez lesquelles): 3 canadian incidental				$ 51.90

EXPENSES NOT INCLUDED ABOVE - DÉPENSES AUTRES QUE CI-DESSUS

		Vr. No. - P. N°	
(3) Vehicle Rental / Location de véhicule			
(4) Public Transportation / Transport en commun			
(5) Accommodation / Logement			$ 2,210.44
(6) Meals / Repas			
(7) All Other Expenses (Specify) / Autres (précisez)		CR	

I certify that the amounts included in this claim were incurred on authorized government business travel. / Je certifie que les montants faisant l'objet de la présente réclamation constituent des dépenses entraînées par des voyages pour affaires officielles.

[...]rtifié en vertu de l'article 34 la Loi sur la gestion des [fin]ances publiques

05 AVR. 2016

Signature (Claimant - Demandeur) — Date Y-A M D-J — Signature — Date Y-A M D-J

Total Expenses	Total des dépenses	$ 8,215.55
Less Total 1 and 2 Above	Moins le total des paragraphes 1 et 2	$ 5,524.55
Total Claimed	Total Demandé	$ 2,691.00
Less Advance	Moins L'avance	
Amount due Reciever General of Canada	Total dû au Receveur général du Canada	
AMOUNT DUE CLAIMANT	TOTAL DÛ AU REQUÉRANT	$ 2,691.00

Type Particulars - Details: 3

PAYMENT RECORD - ENREGISTREMENT DU PAIEMENT

Type	2 Sub Type	5 P.R.I. CIDP	8 Amount - Montant	14 Requisition No. / N° de la demande	15 Supplier Indicator / Indicateur du fournisseur	17 Due Date / Date d'échéance Y-A M D-J
7	80		104.65		0	

Type 4 — ACCOUNTING INFORMATION - RENSEIGNEMENTS DE LA COMPTABILITÉ

2 Sub Type	3 Dept. Ref. No. / N° de réf. min.	5 Coding - Codage	6 Amount - Montant	CR-CT
	300258234	11050-4010-1524		
	7 Description		8 Fin. Encumbrance No. / N° de la charge financière	
2	3	5	6	
	7		8	
2	3	5	6	
	7		8	

Dept. Pre-Audit and Account Verification. / Vérification de la comptabilité au niveau du ministère — Signature

Verified correct - Vérifié conforme — Signature

TOTAL ▶

Requisitioned for payment pursuant to section 33 of the Financial Administration Act and Certified in accordance with section 7 of the Payment Requisitioning Regulations / Demandé pour paiement conformément à l'article 33 de la Loi sur la gestion des finances publiques, et certifié aux termes de l'article 7 du Règlement sur les réquisitions de paiements. — Signature

Services Officer - Agent des services — Signature

20 Cheque No. - N° de chèque — 21 Date Y-A M D-J

GC 73 (2014/03) 7540-21-910-7366

Record of Travel Expenses

s.19(1)

Personal Record Identifier	Travel Number
Vendor	ANH175210
Name Hon. Jody Wilson Raybould	

DATE	ARRIVAL TIME-DEPARTURE	DETAILS	DISTANCE Miles/KM	PREPAID Transportation	PREPAID Other	OUT OF POCKET Transportation	OUT OF POCKET Accommodation	OUT OF POCKET Meals	OUT OF POCKET Other
2016-03-13									
2016-03-13	15:00	Flight		3,679.48					
		Flight Fees		99.75					
		Flight Change		1,745.32					
		Incidental - CND							17.30
2016-03-14		Breakfast						16.55	
		Dinner						16.80	
		Lunch						44.40	
		Incidental							17.30
2016-03-15		Breakfast						16.55	
		Dinner						16.80	
		Lunch						44.40	
		Incidental							17.30
		Hotel - Ottawa					365.46		
2016-03-16		Breakfast						21.80	
		Incidental							22.78
2016-03-17		Hotel @ 1.31375 Hilton NYC					1,517.53		
2016-03-17		Breakfast						21.80	
		Dinner						58.48	
		Lunch						22.13	
		Incidental							22.78
2016-03-18		Dinner						58.48	
		Lunch						22.13	
		Incidental							22.78
		Hotel @ 1.31375 St-Regis					257.45		
			TOTAL	**5,524.55**	**0.00**	**0.00**	**2,210.44**	**360.32**	**120.24**
				8,215.55					

	1.3359
	1.2982
Exchange Rate	**1.31705**

Landry, Joelle

From: Sheridan, Kathleen (DMO)
Sent: 2016-Apr-01 6:02 PM
To: Landry, Joelle
Subject: Rationale for Minister's Hotel (March 15, 16)

Joëlle,

Please note that the Hilton Manhattan East Hotel in New York City was chosen as the hotel for the Minister and her staff to occupy the nights of Tuesday, March 15, and Wednesday March 16 for the following reasons. The hotel was where one of her Cabinet colleagues was staying (they also used the hotel for meeting space), this hotel was closer in proximity to the two meeting locations, the United Nations and the Canadian Permanent Mission to the UN. Due to this proximity, the Minister and her staff were able to walk to the various venues in lieu of taking alternate methods of transportation (taxis, etc).

Please let me know if you require anything else.

Merci.

Kathleen

Kathleen Sheridan
Scheduling Assistant to the Minister | Adjointe à l'agenda de la Ministre
Department of Justice | Ministère de la Justice

613-992-4621

Travel Expenses

Traveler's Name Jody Wilson-Raybould
Trip Purpose CORE MANDATE
Destination Ottawa, NYC & Washington, DC
Departure date Mar. 13, 2016
Return date Mar. 18, 2016

Departure time (from home/work) 15.00, Mar. 13
Are meals provided on flight/train (Yes) No

Multiple destination details 16.30, Mar. 15; 15.30, Mar. 17
Are meals provided on flight/train Yes (No)

Arrival time (end of travel status) 5.00, Mar. 19
Are meals provided on flight/train (Yes) No

Allocation - Claimed Meals & Incidental

DATE	BREAKFAST	LUNCH	DINNER	INCIDENTALS
Mar. 13				✓
Mar. 14	✓	✓	✓	✓
Mar. 15	✓	✓	✓	✓
Mar. 16	✓			✓
Mar. 17	✓	✓	✓	✓
Mar. 18		✓	✓	✓

Additional comments

PLEASE ATTACH RECEIPTS	Provided	Prepaid Expenses
Flight/Train		
Accommodation		
Taxis		
Other		

Administrative Verifications	
Meals on Hotel	✗
Other exp. on Hotel	✗
Sec. 32 > Sec.34	✓
7254.	

Completed by:
Date:

BANK OF CANADA
BANQUE DU CANADA

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View data for the past:

- 1 week
- 2 weeks
- 1 month
- 3 months
- 6 months
- 1 year

1.00 USD (U.S. dollar (noon))

CAD (Canadian Dollar)

Low	2016-03-18	1.2982
High	2016-03-16	1.3362

Date	CAD = Canadian Dollar	Exchange rate
2016-03-15	1.34 CAD	1.3359 [0.7486]
2016-03-16	1.34 CAD	1.3362 [0.7484]
2016-03-17	1.30 CAD	1.2984 [0.7702]
2016-03-18	1.30 CAD	1.2982 [0.7703]

See Also

Daily Currency Converter (http://www.bankofcanada.ca/rates/exchange/daily-converter/)

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s.18(a)
s.19(1)

STS SVP
Shared Travel Services / Services de voyage partagés

HRG

E-Ticket Itinerary Receipt and Invoice

08 March 2016

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HRG WILL NOT INCREASE THE PRICE AFTER TICKET ISSUANCE.

Itinerary details

Trip locator:	MNG02I
Traveller:	JODY RT HON WILSONRAYBOULD

Account references

VIP :	VIP
Traveller Category :	Non Public Servants
Travel Directive Module :	M3T - Transborder - Overnight stay
THCEE Trip Category :	Core Mandate
Trip Purpose :	Core Mandate - Meetings
TAN :	ANH175210
Rationale for not using virtual presence :	Cost saving of alternatives is marginal or nil

Itinerary summary

Traffic	Date	From-to/location	Supplier	Times	Class/room	Status
✈	13 Mar 2016	YVR - YOW	AC188	17:15-00:52	Business	Booked
✈	15 Mar 2016	YOW - LGA	AC8666	18:30-19:53	Economy	Booked
✈	17 Mar 2016	LGA - DCA	AA2153	19:00-20:24	Economy	Booked
✈	18 Mar 2016	DCA - YYZ	AC7617	18:40-20:06	Business	Booked
✈	18 Mar 2016	YYZ - YVR	AC151	22:55-01:09	Business	Booked

Frequent flyer cards:

E-ticket 1

Traveller name:	WILSONRAYBOULD/J
Ticket number:	0141613054716
Route:	Vancouver Intl Airport, Vancouver - Ottawa Intl Airport, Ottawa - La Guardia, New York - Ronald Reagan National, Washington - Pearson International, Toronto - Vancouver Intl Airport, Vancouver
Fare amount:	3345.00 CAD
Taxes:	24.21 CA / 169.46 XG / 140.81 XT
Ticket amount:	3679.48 CAD
Issuing agency:	67524192
Date of Issue:	08 March 2016
Form of payment:	
Endorsements:	GOC-ACJV NONREF-SVCCHGPLUSFAR/EDIF- CXL BY FLT TIME OR NOVA/LUE

Air Canada
Flight # AC188

Booking reference: MPP6TV
Status: Booked

Departing:	Vancouver Intl Airport, Vancouver, Canada (YVR), Terminal M
Date/time:	13 March 2016, 17:15
Arriving:	Ottawa Intl Airport, Ottawa, Canada (YOW)
Date/time:	14 March 2016, 00:52
Duration:	5h37m
Aircraft:	Airbus A321 Narrowbody Jet
Cabin class:	Business (Z)
Seat:	04D
Baggage allowance:	2PC

Add to calendar

Air Canada
Operated By: Air Canada Express - Jazz
Flight # AC8666

Booking reference: MPP6TV
Status: Booked

Departing:	Ottawa Intl Airport, Ottawa, Canada (YOW)
Date/time:	15 March 2016, 18:30
Arriving:	La Guardia, New York, United States (LGA), Terminal B
Date/time:	15 March 2016, 19:53
Duration:	1h23m
Aircraft:	Canadair Regional Jet Narrowbody Jet
Cabin class:	Economy (V)
Seat:	03D
Baggage allowance:	2PC

Add to calendar

Remarks
PASSPORT MUST BE VALID FOR DURATION OF STAY IN USA

American Airlines
Flight # AA2153

Booking reference: VPYUVT
Status: Booked

Departing:	La Guardia, New York, United States (LGA), Terminal C
Date/time:	17 March 2016, 19:00
Arriving:	Ronald Reagan National, Washington, United States (DCA), Terminal C
Date/time:	17 March 2016, 20:24
Duration:	1h24m
Aircraft:	EMBRAER 190 Narrowbody Jet
Cabin class:	Economy (L)
Seat:	23D
Baggage allowance:	2PC

Add to calendar

Air Canada
Operated By: Air Canada Express - Sky Regional
Flight # AC7617

Booking reference: MPP6TV
Status: Booked

Departing:	Ronald Reagan National, Washington, United States (DCA), Terminal A
Date/time:	18 March 2016, 18:40
Arriving:	Pearson International, Toronto, Canada (YYZ), Terminal 1
Date/time:	18 March 2016, 20:06
Duration:	1h26m
Aircraft:	EMBRAER 175 Narrowbody Jet
Cabin class:	Business (P)
Seat:	02A
Baggage allowance:	2PC

Add to calendar

Air Canada
Flight # AC151

Booking reference: MPP6TV
Status: Booked

Departing:	Pearson International, Toronto, Canada (YYZ), Terminal 1
Date/time:	18 March 2016, 22:55
Arriving:	Vancouver Intl Airport, Vancouver, Canada (YVR), Terminal M
Date/time:	19 March 2016, 01:09
Duration:	5h14m
Aircraft:	Airbus A320-100/200 Narrowbody Jet
Cabin class:	Business (P)
Seat:	04D
Baggage allowance:	2PC

Add to calendar

Fare details

Fare accepted:	3345.00 CAD
Taxes and fees:	24.21 CA / 47.00 SQ / 15.00 AY / 47.40 US / 5.30 XA / 6.00 XF / 9.30 XY / 7.30 YC / 3.51 RC / 169.46 XG
Total amount:	3679.48 CAD
Fare routing:	YVR - YOW YOW - LGA LGA - DCA DCA - YYZ YYZ - YVR

Service Fees

Fee 1 Base:	95.00 CAD
Fee 1 Taxes:	4.75 CAD GST
Fee 1 Total:	99.75 CAD

GENERAL INFORMATION
THIS TICKET IS NON-REFUNDABLE. CHANGES ARE PERMITTED
FOR A RE-ISSUE FEE PLUS FARE DIFFERENCE. CHANGES
MUST BE MADE PRIOR TO ORIGINAL TRAVEL DATE AND
FLIGHT TIME OR VALUE OF TICKET WILL BE FORFEITED.
THE US DEPARTMENT OF TRANSPORTATION ADVISES THAT
WHEN TRAVELLING TO CERTAIN DESTINATIONS THE AIRCRAFTS
PASSENGER CABIN WILL BE TREATED WITH INSECTICIDES
PLEASE REVIEW THE FOLLOWING SITE FOR AN UPDATED LIST
OF FLIGHTS WHERE THIS WILL OCCUR
WWW.DOT.GOV/OFFICE-POLICY/AVIATION-POLICY
/AIRCRAFT-DISINSECTION-REQUIREMENTS

GST REGISTRATION NO. R136445095 QST REGISTRATION NO. TVQ M1015857826

GST is represented by tax code XG; HST is represented by tax code RC; QST is represented by tax code XQ.

FOR ASSISTANCE OR IN TRANSIT EMERGENCY SERVICE PLEASE CONTACT HRG ANYTIME AT 1-866-857-3578 WITHIN NORTH AMERICA OR FROM OUTSIDE CANADA / USA; CALL COLLECT AT 1-613-822-3873.

FOR CREDIT CARD SUPPORT DUE TO LOST OR STOLEN CARDS PLEASE USE PHONE NUMBER ABOVE; SELECT OPTION 4 IMPORTANT; THE NAME ON THE IDENTIFICATION MUST MATCH THE NAME ON THE RESERVATION; BOARDING PASS.

FOR FLIGHTS WITHIN CANADA ALL PASSENGERS MUST PRESENT ONE PIECE OF VALID GOVERNMENT ISSUED PHOTO IDENTIFICATION THAT INCLUDES NAME / DATE OF BIRTH AND GENDER.

FOR FLIGHTS TO/FROM THE UNITED STATES ALL PASSENGERS ARE REQUIRED TO PRESENT A VALID PASSPORT.

CITIZENS OF COUNTRIES OTHER THAN CANADA AND THE UNITED STATES SHOULD CONTACT THEIR CONSULATE OR EMBASSY FOR BOARDING REQUIREMENTS OR CONSULT HRG GOVERNMENT TRAVEL SERVICE.

PROOF OF ONWARD OR RETURN TRAVEL MAY BE REQUIRED AT CHECK-IN.

PASSPORT AND VISA REQUIREMENTS:

PLEASE ENSURE PASSPORT IS VALID FOR 6 MONTHS BEYOND EXPECTED RETURN DATE.

ALL CHILDREN REGARDLESS OF AGE MUST HAVE THEIR OWN PASSPORT

CITIZENS OF COUNTRIES OTHER THAN CANADA AND THE UNITED STATES SHOULD CONTACT THE CONSULATE OR

EMBASSY FOR PASSPORT AND VISA REQUIREMENTS OR CONSULT HRG GOVERNMENT TRAVEL SERVICE.

CHECK-IN:

* PLEASE ALLOW 2HRS FOR DOMESTIC (CANADA); TRANSBORDER (USA) CHECK-IN

* ALLOW 3HRS FOR ALL INTERNATIONAL CHECK-IN

THE AIRLINES RESERVE THE RIGHT TO DENY BOARDING IF MINIMUM CHECK-IN TIMES ARE NOT MET

FLIGHT TIMES ARE SUBJECT TO CHANGE; PLEASE RE-CONFIRM FLIGHT TIMES PRIOR TO DEPARTURE.

IF YOU ARE TRAVELLING TO AN INTERNATIONAL DESTINATION, PLEASE RECONFIRM YOUR RESERVATIONS 72 HOURS PRIOR TO DEPARTURE DIRECTLY WITH THE AIR CARRIER.

FOR FREE BAGGAGE ALLOWANCE AND/OR APPLICABLE FEES FOR CARRY-ON//CHECKED BAGGAGE RELATED TO YOUR FLIGHT - PLEASE VERIFY THE CARRIERS WEBSITE.

ACCOMMODATIONS:

PLEASE VERIFY THE RATE AT CHECK-IN AS LOCAL MARKET CONDITIONS MAY DICTATE A LOWER RATE.

THE SUPPLIERS PROVIDING SERVICES FOR YOUR RESERVATION MAY HAVE IMPOSED RESTRICTIONS CONCERNING THE ABILITY TO CHANGE OR MODIFY YOUR RESERVATION. THE DETAILS OF THESE RESTRICTIONS WERE PROVIDED EITHER TO YOU OR TO THE PERSON MAKING THE RESERVATION ON YOUR BEHALF. DURING THE ONLINE RESERVATION PROCESS THESE RESTRICTIONS WERE ACCEPTED PRIOR TO SUBMITTING YOUR RESERVATION FOR PURCHASE. SHOULD YOU HAVE ANY QUESTIONS OR CONCERNS, PLEASE CONTACT AN HRG NORTH AMERICA TRAVEL COUNSELLOR.

NO-SHOWS:

NO-SHOWS ARE NOT PERMITTED AND RESULT IN THE FORFEIT OF THE FULL AMOUNT OF THE FARE AT DEPARTURE TIME; PLEASE NOTE THAT NO-SHOWS AT ORIGINAL POINT OF DEPARTURE WILL ALSO RESULT IN CANCELLATION OF THE REMAINDER OF THE FLIGHTS.

CHANGES OR CANCELLATIONS MUST BE MADE PRIOR TO SCHEDULED TRAVEL DATE AND; FLIGHT TIME TO PREVENT NO SHOWS AND AVOID FORFEIT OF VALUE OF TICKET.

PLEASE NOTE THAT FARES MAY BE SUBJECT TO CHANGE AND ARE GUARANTED ONLY ONCE TICKETED.

Travel Industry regulations require the travel agency to advise the customer about the availability of optional trip cancellation insurance and optional out of province health insurance. Individuals may contact the travel insurance provider of their choice to obtain a personal quote. TICO NO. 1355825

HRG North America, 370 King St. W., Suite 700, Toronto ON M5V 1J9, 1-866-857-3578

STS SVP Shared Travel Services / Services du voyage partagés

HRG

s.18(a)
s.19(1)

E-Ticket Itinerary Receipt and Invoice

15 March 2016

THANK YOU FOR BOOKING WITH THE HOGG ROBINSON GROUP (HRG) GOVERNMENT OF CANADA TRAVEL SERVICES. THIS DOCUMENTATION CONFIRMS YOUR TRAVEL ARRANGEMENTS.

THE INFORMATION CONTAINED IN THIS DOCUMENT IS PROVIDED BY HRG NORTH AMERICA VIA TRAVELPORT AND OTHER THIRD-PARTY VENDORS. AS SUCH, SOME CONTENT IS AVAILABLE IN ENGLISH ONLY.

PLEASE REVIEW TO ENSURE THAT ALL INFORMATION IS CORRECT.

TRAVELLERS ARE RESPONSIBLE FOR VERIFYING THEIR TRAVEL DOCUMENTS UPON RECEIPT.

ACCEPTANCE OF YOUR ITINERARY CONSTITUTES AGREEMENT WITH ITS CONTENTS.

ANY DISCREPANCY MUST BE REPORTED TO HRG NORTH AMERICA PRIOR TO 8PM EST THE SAME BUSINESS DAY.

HRG WILL NOT INCREASE THE PRICE AFTER TICKET ISSUANCE.

Itinerary details

Trip locator: MNG02I
Traveller: JODY RT HON WILSONRAYBOULD

Account references

VIP :	VIP
Traveller Category :	Non Public Servants
Travel Directive Module :	M3T - Transborder - Overnight stay
THCEE Trip Category :	Core Mandate
Trip Purpose :	Core Mandate - Meetings
TAN :	ANH175210
Rationale for not using virtual presence :	Cost saving of alternatives is marginal or nil

Itinerary summary

Traffic	Date	From-to/location	Supplier	Times	Class/room	Status
✈	15 Mar 2016	YOW - LGA	AC8666	18:30-19:53	Economy	Booked
✈	17 Mar 2016	LGA - DCA	AA2153	19:00-20:24	Economy	Booked
✈	18 Mar 2016	DCA - YYZ	AC7615	12:50-14:16	Business	Booked
✈	18 Mar 2016	YYZ - YOW	AC458	16:10-17:16	Business	Booked

Frequent flyer cards:

E-ticket 1

Traveller name:	WILSONRAYBOULD/J
Ticket number:	0141613054716
Route:	Vancouver Intl Airport, Vancouver - Ottawa Intl Airport, Ottawa - La Guardia, New York - Ronald Reagan National, Washington - Pearson International, Toronto - Vancouver Intl Airport, Vancouver
Fare amount:	3345.00 CAD
Taxes:	24.21 CA / 169.46 XG / 140.81 XT
Ticket amount:	3679.48 CAD
Issuing agency:	67524192
Date of Issue:	08 March 2016
Form of payment:	
Endorsements:	GOC-ACJV NONREF-SVCCHGPLUSFAR/EDIF- CXL BY FLT TIME OR NOVALUE

Air Canada
Operated By: Air Canada Express - Jazz
Flight # AC8666

Booking reference: MPP6TV
Status: Booked

Departing:	Ottawa Intl Airport, Ottawa, Canada (YOW)
Date/time:	15 March 2016, 18:30
Arriving:	La Guardia, New York, United States (LGA), Terminal B
Date/time:	15 March 2016, 19:53
Duration:	1h23m
Aircraft:	Canadair Regional Jet Narrowbody Jet
Cabin class:	Economy (V)
Seat:	03D

Add to calendar

Remarks
PASSPORT MUST BE VALID FOR DURATION OF STAY IN USA

American Airlines
Flight # AA2153

Booking reference: VPYUVT
Status: Booked

Departing:	La Guardia, New York, United States (LGA), Terminal C
Date/time:	17 March 2016, 19:00
Arriving:	Ronald Reagan National, Washington, United States (DCA), Terminal C
Date/time:	17 March 2016, 20:24
Duration:	1h24m
Aircraft:	EMBRAER 190 Narrowbody Jet
Cabin class:	Economy (L)
Seat:	23D

Add to calendar

Air Canada
Operated By: Air Canada Express - Sky Regional
Flight # AC7615

Booking reference: MPP6TV
Status: Booked

Departing:	Ronald Reagan National, Washington, United States (DCA), Terminal A
Date/time:	18 March 2016, 12:50
Arriving:	Pearson International, Toronto, Canada (YYZ), Terminal 1
Date/time:	18 March 2016, 14:16
Duration:	1h26m
Aircraft:	EMBRAER 175 Narrowbody Jet
Cabin class:	Business (Z)
Seat:	03F
Baggage allowance:	2PC

Add to calendar

Remarks
AISLE UNAVAILABLE - WINDOW CONFIRMED

Air Canada
Flight # AC458

Booking reference: MPP6TV
Status: Booked

Departing:	Pearson International, Toronto, Canada (YYZ), Terminal 1
Date/time:	18 March 2016, 16:10
Arriving:	Ottawa Intl Airport, Ottawa, Canada (YOW)
Date/time:	18 March 2016, 17:16
Duration:	1h6m
Aircraft:	Airbus A320-100/200 Narrowbody Jet
Cabin class:	Business (Z)
Seat:	03C
Baggage allowance:	2PC

Add to calendar

Fare details

Fare accepted:	1704.00 CAD
Taxes and fees:	4.00 SQ / 7.40 AY / 23.50 US / 5.90 XF / 0.52 RC
Total amount:	1745.32 CAD
Fare routing:	DCA - YYZ YYZ - YOW

Sheraton Ottawa Hotel
150 Albert Street
Ottawa, ON K1P 5G2
Canada
Tel: 613-238-1500 Fax: 613-235 2723

Sheraton
HOTELS & RESORTS

s.19(1)

Jody Wilson

Page Number	:	1
Guest Number	:	810790
Folio ID	:	A
No. Of Guest	:	2
Room Number	:	1702
Club Account	:	
Arrive Date	:	13-MAR-16 01:26
Depart Date	:	15-MAR-16 08:13

Tax ID : 122417470
Sheraton Ottawa 29-MAR-16 14:48

Date	Reference	Description	Charges (CAD)	Credits (CAD)
13-MAR-16	RT1702	Room	157.00	
13-MAR-16	RT1702	Room HST 13%	20.41	
13-MAR-16	RT1702	DMF 3%	4.71	
13-MAR-16	RT1702	DMF HST 13%	0.61	
14-MAR-16	RT1702	Room	157.00	
14-MAR-16	RT1702	Room HST 13%	20.41	
14-MAR-16	RT1702	DMF 3%	4.71	
14-MAR-16	RT1702	DMF HST 13%	0.61	
15-MAR-16	AX	American Express		-365.46
		** Total	365.46	-365.46
		*** Balance	0.00	

Summary of HST for your stay:	Amount (CAD)
HST for Room Revenue:	40.82
HST for Food and Beverage:	0.00
HST for Telephone:	0.00
HST for Other:	1.22
HST for entire stay:	42.04

Tell us about your stay. www.sheraton.com/reviews

Hilton
HOTELS & RESORTS

HILTON MANHATTAN EAST
304 EAST 42ND STREET
NEW YORK, NY 10017
United States of America
TELEPHONE 212-986-8800 • FAX 212-986-1758
Reservations
www.hilton.com or 1 800 HILTONS

WILSON RAYBOULD, JODY

284 WELLINGTON ST

OTTAWA ON K1A1H8
CANADA

Room No:	2014/K1D
Arrival Date:	3/15/2016 8:55:00 PM
Departure Date:	3/17/2016 8:19:00 AM
Adult/Child:	1/0
Cashier ID:	
Room Rate:	499.00
AL:	
HH #	
VAT #	
Folio No/Che	392512 A

Confirmation Number: 3227614743

HILTON MANHATTAN EAST 3/17/2016 8:19:00 AM

DATE	DESCRIPTION	ID	REF NO	CHARGES	CREDIT	BALANCE
3/15/2016	GUEST ROOM	BMENDOZ A3	1734006	$499.00		
3/15/2016	RM-SALES TAX	BMENDOZ A3	1734006	$44.29		
3/15/2016	RM-CITY TAX	BMENDOZ A3	1734006	$29.32		
3/15/2016	RM-OCCOPANCY TAX	BMENDOZ A3	1734006	$2.00		
3/15/2016	RM-JAVITS TAX	BMENDOZ A3	1734006	$1.50		
3/16/2016	GUEST ROOM	BMENDOZ A3	1734654	$499.00		
3/16/2016	RM-SALES TAX	BMENDOZ A3	1734654	$44.29		
3/16/2016	RM-CITY TAX	BMENDOZ A3	1734654	$29.32		
3/16/2016	RM-OCCOPANCY TAX	BMENDOZ A3	1734654	$2.00		
3/16/2016	RM-JAVITS TAX	BMENDOZ A3	1734654	$1.50		
3/17/2016		VM1	1734959		($1,152.22)	
			BALANCE			$0.00

EXPENSE REPORT SUMMARY

	3/15/2016	3/16/2016	STAY TOTAL
ROOM AND TAX	$576.11	$576.11	$1,152.22
DAILY TOTAL	$576.11	$576.11	$1,152.22

Early departures include a fee of 50% of the room rate. Smoking in non-smoking rooms will result in a $150 penalty. Valet parking charges are $51 for a midsized vechicle and $61 for an oversize . Rates are per 24 hours with no in and out privileges.

CREDIT CARD DETAIL

APPR CODE	502607	MERCHANT ID	6326013960
CARD NUMBER			
TRANSACTION ID	1734959	TRANS TYPE	Sale

Hilton
HOTELS & RESORTS

HILTON MANHATTAN EAST
304 EAST 42ND STREET
NEW YORK, NY 10017
United States of America
TELEPHONE 212-986-8800 · FAX 212-986-1758
Reservations
www.hilton.com or 1 800 HILTONS

s.19(1)

WILSON RAYBOULD, JODY

284 WELLINGTON ST

OTTAWA ON K1A1H8
CANADA

Room No: 2014/K1D
Arrival Date: 3/15/2016 8:33:00 AM
Departure Date: 3/17/2016 11:24:00 AM
Adult/Child: 1/0
Cashier ID:
Room Rate: 0.00
AL:
HH #
VAT #
Folio No/Che 392512 A

Confirmation Number: 3227614743

HILTON MANHATTAN EAST 3/17/2016 11:23:00 AM

DATE	DESCRIPTION	ID	REF NO	CHARGES	CREDIT	BALANCE
3/15/2016	GUEST ROOM	BMENDOZA3	1734006	$499.00		
3/15/2016	RM-SALES TAX	BMENDOZA3	1734006	$44.29		
3/15/2016	RM-CITY TAX	BMENDOZA3	1734006	$29.32		
3/15/2016	RM-OCCOPANCY TAX	BMENDOZA3	1734006	$2.00		
3/15/2016	RM-JAVITS TAX	BMENDOZA3	1734006	$1.50		
3/16/2016	GUEST ROOM	BMENDOZA3	1734654	$499.00		
3/16/2016	RM-SALES TAX	BMENDOZA3	1734654	$44.29		
3/16/2016	RM-CITY TAX	BMENDOZA3	1734654	$29.32		
3/16/2016	RM-OCCOPANCY TAX	BMENDOZA3	1734654	$2.00		
3/16/2016	RM-JAVITS TAX	BMENDOZA3	1734654	$1.50		
3/17/2016		VM1	1734959		($1,152.22)	
			BALANCE			$0.00

EXPENSE REPORT SUMMARY

	3/15/2016	3/16/2016	STAY TOTAL
ROOM AND TAX	$576.11	$576.11	$1,152.22
DAILY TOTAL	$576.11	$576.11	$1,152.22

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CREDIT CARD DETAIL

APPR CODE	502607	MERCHANT ID	6326013960
CARD NUMBER			
TRANSACTION ID	1734959	TRANS TYPE	Sale

s.19(1)

The St Regis Washington DC
923 16th Street N.W.
Washington, DC 20006
United States
Tel: 202-638-2626 Fax: 202-638-4231

ST REGIS

Jody Wilson

Page Number	:	1	Invoice Nbr	:	126293
Guest Number	:	997718			
Folio ID	:	A			
Arrive Date	:	17-MAR-16	21:17		
Depart Date	:	18-MAR-16	08:14		
No. Of Guest	:	1			
Room Number	:	707			
Club Account	:				

Tax Invoice

Tax ID : 530216624
The St Regis 18-MAR-16 08:20

Date	Reference	Description	Charges (USD)	Credits (USD)
17-MAR-16	RT707	Room Chrg Govt	226.00	
17-MAR-16	RT707	Room Tax	32.77	
18-MAR-16	AX			-258.77

For Authorization Purpose Only

Date	Code	Authorized
17-MAR-16	829008	339

Approve EMV Receipt for AX - 1018: PIN Verified
TC:F1EDF9BA3C04104C TVR:0200008000 AID:A000000025010801
Application Label:AMERICAN EXPRESS

	Charges (USD)	Credits (USD)
** Total	258.77	-258.77
*** Balance	0.00	

Tell us about your stay. www.stregis.com/reviews

Signature____________________

NY - WASH. VANC

Travel Request

Travel Request Name: UN Visit NY/DC Mar ~~15~~ 13-22 -18 2016

Traveller Name:	*Jody Wilson-Raybould*	**TAN:**	
TIN:	*A414708*	**Fiscal Year:**	*2015-2016*
Prepared By:	*Kathleen Sheridan*	**Travel Outside Default Division:**	*N*
Policy Module:	*M3T - Transborder - Overnight Stay*		
Trip Purpose:	*Core Mandate - Meetings*	**Blanket Travel Authority Applied:**	*No*
Other Trip Purpose:		**Vendor Code:**	*42152054*
Alternative To Travel:	*Personal attendance required*	**N/A:**	
Travel Start Date:	*13/03/2016*	**N/A:**	
Travel End Date:	*19/03/2016*	**N/A:**	
Approval Status:	*Approval Required*	**N/A:**	
Primary Location:	*New York*	**N/A:**	
Secondary Location:	*Washington DC*	**Event:**	

Comments:

UN Visit NY/DC Mar 15-18 2016

Travel Request Summary

Expense Summary		Advance Summary	
Total non-reimbursable expenses:	3,997.47	**Travel advance:**	0.00
Total reimbursable expenses:	3,257.49		
	7,254.96		

Non-Reimbursable Expenses

Expense Type		Amount
Commercial Air (estimate direct from OBT)	1524 - 11050 - 0130 - 4010 - 15 - - 3003 -	3,997.47
Air Canada		
American Airlines		
	Total non-reimbursable expenses	3,997.47

Reimbursable Expenses

Expense Type	Amount

Expense Type		Amount
11) Taxi	1524 - 11050 - 0130 - 4010 - 15 - - 3003 -	500.00
16) Commercial Accommodation Courtyard By Marriott	1524 - 11050 - 0130 - 4010 - 15 - - 3003 -	2,000.00
2) Allowance: Meals, Incidentals & Private Accommodation	1524 - 11050 - 0130 - 4010 - 15 - - 3003 -	757.49
	Total reimbursable expenses	3,257.49

Financial Coding Summary

Financial Coding	Total Excl. Tax	Total Incl. Tax
1524 - 11050 - 0130 - 4010 - 15 - - 3003 -	7,254.96	7,254.96

Approval History

Date And Time	Approver	Approval Status	Comment

Warning: POLICY BREACH

- **No Overnight stay:**
  Booked on Internet/or on Own
- **Economy Class:**
  Declined - Departure / arrival times
- **BFOD North America CAD50:**
  Declined - Departure / arrival times
- **BFOD North America CAD50:**
- **Economy Class:**
- **BFOD North America CAD50:**
- **Economy Class:**
- **BFOD North America CAD50:**

Itinerary Details

PNR:

Trip Status: *Quoted*

Traveller Type: *Minister*

Primary Trip Purpose: *Core Mandate - Meetings*

Flight **(CAD)** **3,997.47**

AC Air Canada Vancouver Intl Arpt, Vancouver, Canada — ... **Booking Ref:**

Flight	Departure	Arrival	Class
188	**Vancouver Intl Arpt, Vancouver, Canada** 13/03/2016 17:15	**Ottawa Intl Arpt, Ottawa, Canada** 14/03/2016 00:52	Business

Mileage: 0 | **Total CO_2 Emissions:** 586

Payment Method: DTEA Cost 1,685.38

AC Air Canada Ottawa Intl Arpt, Ottawa, Canada — La Guar... **Booking Ref:**

Flight	Departure	Arrival	Class
8666	**Ottawa Intl Arpt, Ottawa, Canada** 15/03/2016 18:30	**La Guardia, New York, United States** 15/03/2016 19:53	Economy

Mileage: 0 | **Total CO_2 Emissions:** 87

Payment Method: DTEA Cost 445.97

AA American Airlines La Guardia, New York, United States ... **Booking Ref:**

Flight	Departure	Arrival	Class
2153	**La Guardia, New York, United States** 17/03/2016 19:00	**Ronald Reagan National, Washington, United States** 17/03/2016 20:24	Economy

Mileage: 0 | **Total CO_2 Emissions:** 57

Payment Method: DTEA Cost 429.60

AC Air Canada Ronald Reagan National, Washington, Unit... **Booking Ref:**

Flight	Departure	Arrival	Class
7617	**Ronald Reagan National, Washington, United States** 18/03/2016 18:40	**Pearson International, Toronto, Canada** 18/03/2016 20:06	Business

Mileage: 0 | **Total CO_2 Emissions:** 96

Payment Method: DTEA Cost 1,436.52

AC Air Canada Pearson International, Toronto, Canada — ... **Booking Ref:**

Flight	Departure	Arrival	Class
151	**Pearson International, Toronto, Canada** 18/03/2016 22:55	**Vancouver Intl Arpt, Vancouver, Canada** 19/03/2016 01:09	Business

Mileage: 0 | **Total CO_2 Emissions:** 552

AC Air Canada Vancouver Intl Arpt, Vancouver, Canada — ...

Booking Ref:

Payment Method: DTEA

Cost 0.00

Total Itinerary Cost (CAD) 3,997.47

Signatures

I have access to the Treasury Board Travel Policy (internal policy for separate employers) and accept the terms and conditions of travel that are in accordance with current policy.

Traveller Name *Jody Wilson-Raybould* **Submit Date** *08/03/2016*

Signature

Submitted on behalf of the Traveller.

Delegate Name *Kathleen Sheridan* **Submit Date** *08/03/2016*

Signature

Certified pursuant to section 32 of the Financial Administration Act.

Approver Name *Jody Wilson-Raybould* **Approval Date** ____________________

Signature

Department of Justice Canada | Ministère de la Justice Canada

PAYMENT VOUCHER | BORDEREAU DE PAIEMENT

Scanned Documents / Documents numérisés ☐
Final Payment / Paiement Final ☐
Original document kept in legal file / Document original conservé dans le dossier ☒

Region - Région:	Organization - Organisation:	Vendor code - Code fournisseur :
NCR	Business Centre	143712

Payee name - Nom du bénéficiaire :
Hon. Jody Wilson Raybould

Address - Adresse :
EMB 4th Floor

Date goods received or services rendered - Date de réception des produits ou services:

Date invoice received / Date de réception de la facture: March 4, 2016

CHEQUE STUB INFORMATION - INFORMATION SUR LE TALON DU CHÈQUE

Invoice number Numéro de la facture	Details Détails	Amount Montant
March 31, 2016	Taxis & Parking Vancouver	33.88

ACCOUNTING INFORMATION *(FOR ADDITIONAL LINES SEE PAGE 2)* **- RENSEIGNEMENTS DE LA COMPTABILITÉ** *(POUR DES LIGNES SUPPLÉMENTAIRES - VOIR PAGE 2)*

	GL Account Compte général	Net Amount Montant net	HST/GST TVH/TPS	QST/TVQ	Cost center Centre de coût	Fund Fonds	Functional Area Domaine Fonctionnel	Order Ordre	Assignment Affectation	Description	Commitment PO Engagement Bon de commande	Line Item L. d'item
1	1514	30.25	1.51	2.12	11050	15	4010			Taxis in Vancouver - Minister	300257462	2
2												
3												
Sub-Total		$ 30.25	$ 1.51	$ 2.12								
Sub-Total Tax Amount			$ 3.63									
TOTAL		$ 33.88										

The following boxes must be check by the verifier - Les cases suivantes doivent être cochée par le vérificateur

☐ Services Rendered/Goods Supplied Services rendus/marchandises livrées
☐ Contract Terms Met Rencontre les Termes du contrat
☐ Supporting documentation Documentation à l'appui

Account Verified - Name / Compte Vérifié - Nom	Signature	Date Y-A M D-J

Prepared by - Name / Préparé par - Nom	Date Y-A M D-J	G/R :
J. Landry	2016 03 14	

CERTIFIED PURSUANT TO SECTION 34 OF THE *FINANCIAL ADMINISTRATION AC*[redacted]E 34 DE *LA LOI SUR LES FINANCES PUBLIQUES*

Name - Nom	Signa[redacted]	Date Y-A M D-J
[redacted]		13 AVR. 2016

JUS 396-4 (2014/01)

s.19(1)

PARKING

RECEIPT
LOT 5667
North Parkade

License Plate Number
839BAN
Expiration Date/Time
03:15 PM
MAR 13, 2016

Purchase Date/Time: 01:45pm Mar 13, 2016
Total Due: $5.25 Rate: $5.25 for 1.5 hours
Total Paid: $5.25 Payment Type: Card
Ticket #: 00011847
S/N #: 520014471866
Setting: North Parkade
Mach Name: 0074

American Express
Auth #: 541073

PARKING RECEIPT PARKING RECEIPT PARKING RECEIPT PARKING RECEIPT

Parking BC Mar 13, 2016

-> Meeting w UBC Students - Minister Capacity

-> Not in her Riding

s.19(1)

Indspire Awards.

```
 0•      c

 0•      c

 5•250   +
10•000   +
15•000   +
30•250   *

30•250   x
 0•05    =
 1•513   *

 0•      c

30•25    x
 0•07    =
 2•118   *

 0•      c

30•250   +
 1•510   +
 2•120   +
33•880   *
```

Cash Receipt

For prompt, safe and courteous service call...

Black Top & Checker Cabs

604-681-3201 or 604-731-1111

777 Pacific Street
Vancouver, BC V6Z 2R7
www.btccab.ca

Date 12/02 20 16

$ 018.00

From Queen Th

To...

Driver.........Cab No.......

Thank You

GST / HST # 100436724

Going home from Indspire Awards from the Queen Elizabeth theatres

Minister presented an award.

JWR

Indspire Awards

s.19(1)

from Minister's house to Westin Bayshore for Indspire reception

YELLOW CAB
VANCOUVER, B.C., CANADA

604 681-1111

DATE Feb 12/16

RECEIVED FROM ____________________

$ 15.00

FROM ____________________ TO ____________________

CAB NO. ____________________ DRIVER ____________________

AIRPORT SERVICE • 24 Hour Courier • *Serving you since 1921*

AT A PAYPHONE? CALL: 1-800-898-TAXI(8294) NO COINS NEEDED

GST INCLUDED

TTY LINE (hearing impaired) 604 258-4747 GST # R105762496

Gary Breen and Associates

Telephone 613-225-6740
Fax 613-225-2281

41 Saddlebrook Street
Nepean, Ontario, K2G 5N5

FINAL INVOICE

MC 15·3·2016
PV

Date... March 15, 2016

Sent To ... Stéphanie Poliquin
Chief of Staff to the Deputy Minister
284 Wellington Street, Room 4097
Ottawa, Ontario
K1A 0H8

Service ... Contract # 4500120758
Provide strategic communications advice re internal management issues:

- Review of material
- 3 meetings in client's office – February 19, 22 and 26th
- Draft of written document

Total = 8 Hours

Amount ... 8 Hours @ $160 = $1,280 plus HST of $166.40
Total = $1,446.40
HST Number 894225358

Due Date... 30 Days

GR-5002469445

s.19(1)

Government of Canada / Gouvernement du Canada

Travel Expense Report — Note de Frais de Voyages

Type 2

Field	Value
Travel No. - N° du voyage	March 18-24 - ANH104327
Name of Claimant - Nom du demandeur	Hon. Jody Wilson-Raybould
Department - Ministère	Justice Canada
Branch - Direction	Minister's Office
Send Cheque to - Envoyer le chèque à l'adresse suivante	EMB 4th Floor
Address - Adresse	EMB 4th Floor
Telephone - Téléphone	992-4621
Purpose of Travel - But du voyage	Regular Business - March 18-24, 2016

EXPENSES PREPAID BY DEPARTMENT - DÉPENSES PAYÉES À L'AVANCE PAR LE MINISTÈRE

	Item	Date / Time of Departure - Heure du départ	Arrival - Arrivé	Amount
1	TRANSPORTATION / TRANSPORT	2016-03-18	2016-03-24	$ 3,545.52
2	OTHER EXPENSES / AUTRES DÉPENSES			$ 1,259.78

AUTHORIZED ALLOWANCES - INDEMNITÉS AUTORISÉES

PRIVATE VEHICLE ALLOWANCE / INDEMNITÉ-VÉHICULE PARTICULIER				
PREVIOUSLY CLAIMED THIS FISCAL YEAR / DÉJÀ RÉCLAMÉ PRÉSENT EXERCICE				
THIS CLAIM / INDEMNITÉ DEMANDÉE				

	COMPREHENSIVE ALLOWANCE (Accommodation, meals and incidental expenses) / INDEMNITÉ GLOBALE (Logement, Repas et frais divers)		COMPOSITE ALLOWANCE (Meals and incidental expenses for full calendar days only) / INDEMNITÉ DETAILLÉE (Repas et frais divers pour les jours de calendrier complets seulement)	
OR-OU — RATE / TAUX	days @ jours	days @ jours	days @ jours	$ 0.00
PARTIAL COMPOSITE ALLOWANCES / INDEMNITÉ DÉTAILLÉE PARTIELLE — MEALS / REPAS	6 Breakfasts / Petits déjeuners @ $ 16.55	6 Lunches / Déjeuners @ $ 16.80	5 Dinners / Dîners @ $ 44.40	$ 422.10
INCIDENTAL EXPENSES / FRAIS DIVERS	6 days @ jours $ 17.30	days @ jours	days @ jours	$ 103.80
OTHER ALLOWANCES (Specify) / AUTRES INDEMNITES (Précisez lesquelles)	Deduction - Meal charched on hotel bill that was prepaid by corporate BMO			-$ 74.41

EXPENSES NOT INCLUDED ABOVE - DÉPENSES AUTRES QUE CI-DESSUS

	Item	Vr. No. - P. N°	Amount
3	Vehicle Rental / Location de véhicule		
4	Public Transportation / Transport en commun		
5	Accommodation / Logement		
6	Meals / Repas		
7	All Other Expenses (Specify) / Autres (précisez)		

I certify that the amounts included in this claim were incurred on authorized government business travel.

Je certifie que les montants faisant l'objet de la présente réclamation constituent des dépenses entraînées par des voyages pour affaires officielles.

Y-A M D-J

Signature (Claimant - Demandeur) Date

Certified pursuant to section 34 ... Certifié en vertu de l'article 34 ... ur la gestion des ... ubliques

Y-A M D-J Date

Y-A M D-J

Signature Date

Total Expenses	Total des dépenses	$ 5,256.79
Less Total 1 and 2 Above	Moins le total des paragraphes 1 et 2	$ 4,805.30
Total Claimed	Total Demandé	$ 451.49
Less Advance	Moins L'avance	
Amount due Reciever General of Canada	Total dû au Receveur général du Canada	
AMOUNT DUE CLAIMANT	TOTAL DÛ AU REQUÉRANT	$ 451.49

Type Particulars - Details

3

PAYMENT RECORD - ENREGISTREMENT DU PAIEMENT

Type	2 Sub Type	5 P.R.I. CIDP	8 Amount - Montant	14 Requisition No. / N° de la demande	15 Supplier Indicator / Indicateur du fournisseur	17 Due Date / Date d'échéance Y-A M D-J
7	80		451.49		0	

Type 4 — ACCOUNTING INFORMATION - RENSEIGNEMENTS DE LA COMPTABILITÉ

2 Sub Type	3 Dept. Ref. No. / N° de réf. min.	5 Coding - Codage	6 Amount - Montant	CR-CT
	400074626	11050-4010-1524		
7 Description			8 Fin. Encumbrance No. / N° de la charge financière	
2	3	5	6	
7			8	
2	3	5	6	
7			8	

Dept. Pre-Audit and Account Verification. / Vérification de la comptabilité au niveau du ministère

Signature

Verified correct - Vérifié conforme

Signature

TOTAL ▶

Requisitioned for payment pursuant to section 33 of the Financial Administration Act and Certified in accordance with section 7 of the Payment Requisitioning Regulations

Demandé pour paiement conformément à l'article 33 de la Loi sur la gestion des finances publiques, et certifié aux termes de l'article 7 du Règlement sur les réquisitions de paiements.

Signature

Services Officer - Agent des services

Signature

20 Cheque No. - N° de chèque   21 Date Y-A M D-J

GC 73 (2014/03) 7540-21-910-7366

s.19(1)

Department of Justice Canada | Ministère de la Justice Canada

REF #:
Date:
Doc #:

Annex 9B – Commitment – Travel Regular (300)

TAXES EXCLUDED

Commitments – Travel HRG — **PAYE 2015-2016**

Engagements – Voyage HRG — **CAFE 2015-2016**

Name of Payee / Nom du Bénéficiaire	Commitment / Engagement	Line No. / Ligne	CODING / CODAGE					Total Amount / Montant Total	TAN / NAV	Air Fare / Coût du billet d'avion
			GL Account / Compte GL	Cost Center / Centre de coût	Fund / Fonds	Funct. Area / Dom. fonctionnel	Order No. / Numéro de projet			
Hon. Jody Wilson-Raybould	400074626	01	1524	11050	15	4010		**451.49**	**ANH104327**	
Hon. Jody Wilson-Raybould	400074626	03	1524	11050	15	4010			**ANH104327**	3,478.27

Certified pursuant to section 34 of the Financial Administration Act
Certifié en vertu de l'article 34 de la Loi sur la gestion des finances publiques

Name

Joelle Landry
Administrator/administrateur

941.6042
Admin : Telephone No/Numéro de téléphone

Record of Travel Expenses

Personal Record Identifier	Travel Number
Vendor	ANH104237 104321
Name	
Hon. Jody Wilson Raybould	

s.19(1)

DATE	ARRIVAL TIME-DEPART URE	DETAILS	DISTANCE Miles/KM	PREPAID		OUT OF POCKET			
				Transpo-rtation	Other	Transpo r-tation	Accomm-odation	Meals	Other
2016-03-18		Meals claimed on other claim							
2016-03-19		Breakfast, Lunch, dinner & Inc.						77.75	17.30
2016-03-20		Breakfast, Lunch, dinner & Inc.						77.75	17.30
2016-03-21		Breakfast, Lunch, dinner & Inc.						77.75	17.30
2016-03-22		Breakfast, Lunch, dinner & Inc.						77.75	17.30
2016-03-23		Breakfast, Lunch, dinner & Inc.						77.75	17.30
2016-03-24		Breakfast, Lunch & Inc.						33.35	17.30
		Flight to Van		3,478.28					
		Fees		67.24					
		Hotel			1,259.78				
		Meal Deduction from Hotel						-74.41	
			TOTAL	3,545.52	1,259.78	0.00	0.00	347.69	103.80

4000 74626

Travel Expenses

RECEIVED APR 05 2016

Traveler's Name: JWR.
Trip Purpose: Core mandate meetings
Destination: Vancouver
Departure date: March 24.
Return date: N/A

Departure time (from home/work): back from Washington and stayed in Ottawa
Are meals provided on flight/train: Yes / No ✓
March 18 back to Van.? no

Multiple destination details
Are meals provided on flight/train: Yes / No
Flew back on March 20? no

Arrival time (end of travel status): ~~Flew back to VAN. MARCH 24~~
Are meals provided on flight/train: Yes / No

Allocation - Claimed Meals & Incidental

DATE	BREAKFAST	LUNCH	DINNER	INCIDENTALS
March 18	✓	✓	✓	✓
19	✓	✓	✓	✓
20	✓	✓	✓	✓
21	✓	✓	✓	✓
22	✓	✓	✓	✓
23	✓	✓	✓	✓
24	✓	✓	✓	✓

Meal on hotel bill that was paid on corporate BMO card - 74.41

Additional comments

Was already in Ottawa See claims that ends Mar. 18, 2016

PLEASE ATTACH RECEIPTS	Provided	Prepaid Expenses
Flight/Train		✓
Accommodation		✓
Taxis	X	
Other		

Administrative Verifications	
Meals on Hotel	
Other exp. on Hotel	
Sec. 32 > Sec.34	

Completed by: ____________

Date: ____________

Sheraton Ottawa Hotel
150 Albert Street
Ottawa, ON K1P 5G2
Canada
Tel: 613-238-1500 Fax: 613-235 2723

Sheraton
HOTELS & RESORTS

s.19(1)

Jody Wilson

Page Number	:	1
Guest Number	:	810795
Folio ID	:	A
No. Of Guest	:	2
Room Number	:	1703
Club Account	:	
Arrive Date	:	18-MAR-16 17:46
Depart Date	:	24-MAR-16 15:12

Tax ID : 122417470
Sheraton Ottawa 06-APR-16 13:49

Date	Reference	Description	Charges (CAD)	Credits (CAD)
18-MAR-16	RT1703	Room	162.00	
18-MAR-16	RT1703	Room HST 13%	21.06	
18-MAR-16	RT1703	DMF 3%	4.86	
18-MAR-16	RT1703	DMF HST 13%	0.63	
19-MAR-16	4474	Room Service	54.07	
19-MAR-16	RT1703	Room	162.00	
19-MAR-16	RT1703	Room HST 13%	21.06	
19-MAR-16	RT1703	DMF 3%	4.86	
19-MAR-16	RT1703	DMF HST 13%	0.63	
20-MAR-16	RT1703	Room	162.00	
20-MAR-16	RT1703	Room HST 13%	21.06	
20-MAR-16	RT1703	DMF 3%	4.86	
20-MAR-16	RT1703	DMF HST 13%	0.63	
21-MAR-16	4636			
21-MAR-16	RT1703	Room	162.00	
21-MAR-16	RT1703	Room HST 13%	21.06	
21-MAR-16	RT1703	DMF 3%	4.86	
21-MAR-16	RT1703	DMF HST 13%	0.63	
22-MAR-16	RT1703	Room	162.00	
22-MAR-16	RT1703	Room HST 13%	21.06	
22-MAR-16	RT1703	DMF 3%	4.86	
22-MAR-16	RT1703	DMF HST 13%	0.63	
23-MAR-16	RT1703	Room	162.00	
23-MAR-16	RT1703	Room HST 13%	21.06	
23-MAR-16	RT1703	DMF 3%	4.86	
23-MAR-16	RT1703	DMF HST 13%	0.63	
24-MAR-16	MC	MasterCard		-1259.78
		** Total	1259.78	-1259.78
		*** Balance	-0.00	

0. C
1,259.780 +
143.770 -
1,116.010 *

0. C
1,259.780 +
73.410 -
1,185.370 *

- to be deducted from claim

Prepaid

Continued on the next page

s.18(a)
s.19(1)

STS SVP
Shared Travel Services | Services de voyage partagés

HRG

E-Ticket Itinerary Receipt and Invoice

18 March 2016

THANK YOU FOR BOOKING WITH THE HOGG ROBINSON GROUP (HRG) GOVERNMENT OF CANADA TRAVEL SERVICES. THIS DOCUMENTATION CONFIRMS YOUR TRAVEL ARRANGEMENTS.

THE INFORMATION CONTAINED IN THIS DOCUMENT IS PROVIDED BY HRG NORTH AMERICA VIA TRAVELPORT AND OTHER THIRD-PARTY VENDORS. AS SUCH, SOME CONTENT IS AVAILABLE IN ENGLISH ONLY.

PLEASE REVIEW TO ENSURE THAT ALL INFORMATION IS CORRECT.

TRAVELLERS ARE RESPONSIBLE FOR VERIFYING THEIR TRAVEL DOCUMENTS UPON RECEIPT.

ACCEPTANCE OF YOUR ITINERARY CONSTITUTES AGREEMENT WITH ITS CONTENTS.

ANY DISCREPANCY MUST BE REPORTED TO HRG NORTH AMERICA PRIOR TO 8PM EST THE SAME BUSINESS DAY.

HRG WILL NOT INCREASE THE PRICE AFTER TICKET ISSUANCE.

Itinerary details

Trip locator:	P1GV2Z
Traveller:	Ms JODY WILSONRAYBOULD

Account references

VIP :	VIP
Traveller Category :	Non Public Servants
Travel Directive Module :	M2 - Outside Headquarters - No overnight
THCEE Trip Category :	Core Mandate
Trip Purpose :	Core Mandate - Meetings
TAN :	ANH104327
Fiscal Year :	2015-2016
Rationale for not using virtual presence :	Personal attendance required

Itinerary summary

Traffic	Date	From-to/location	Supplier	Times	Class/room	Status
✈	24 Mar 2016	YOW - YYZ	AC461	17:00-18:20	Business	Booked
✈	24 Mar 2016	YYZ - YVR	AC33	20:05-22:15	Business	Booked

Frequent flyer cards:

E-ticket 1

Invoice number:	21303
Traveller name:	WILSONRAYBOULD/J
Ticket number:	0141613113962
Route:	Ottawa Intl Airport, Ottawa - Pearson International, Toronto - Vancouver Intl Airport, Vancouver
Fare amount:	3044.00 CAD
Taxes:	7.12 CA / 400.16 RC / 27.00 SQ
Ticket amount:	3478.28 CAD
Issuing agency:	67524192
Date of issue:	18 March 2016
Form of payment:	
Endorsements:	GOC-ACJV

Air Canada
Flight # AC461

Booking reference: LH36IV
Status: Booked

Departing:	Ottawa Intl Airport, Ottawa, Canada (YOW)
Date/time:	24 March 2016, 17:00
Arriving:	Pearson International, Toronto, Canada (YYZ), Terminal 1
Date/time:	24 March 2016, 18:20
Duration:	1h20m
Aircraft:	Boeing 767-300/300ER Widebody Jet
Cabin class:	Business (D)
Baggage allowance:	2PC

Add to calendar

Air Canada
Flight # AC33

Booking reference: LH36IV
Status: Booked

Departing:	Pearson International, Toronto, Canada (YYZ), Terminal 1
Date/time:	24 March 2016, 20:05
Arriving:	Vancouver Intl Airport, Vancouver, Canada (YVR), Terminal M
Date/time:	24 March 2016, 22:15
Duration:	5h10m
Aircraft:	BOEING 777-200LR Widebody Jet
Cabin class:	Business (D)
Baggage allowance:	2PC

Add to calendar

Fare details

Fare accepted:	3044.00 CAD
Taxes and fees:	7.12 CA / 27.00 SQ / 400.16 RC
Total amount:	3478.28 CAD
Fare routing:	YOW - YYZ YYZ - YVR

Service Fees

Fee 1 Base:	59.50 CAD
Fee 1 Taxes:	7.74 CAD HST
Fee 1 Total:	67.24 CAD

GENERAL INFORMATION
CREDIT REQUEST- PLEASE NOTE THAT HRG WAS UNABLE
TO APPLY THE CREDIT REQUESTED DUE TO
THE FARE RULES OF THE CARRIER BOOKED DO NOT
PERMIT EXCHANGES FOR THIS ITINERARY

GST REGISTRATION NO. R136445095 QST REGISTRATION NO. TVQ M1015857826

GST is represented by tax code XG; HST is represented by tax code RC; QST is represented by tax code XQ.

FOR ASSISTANCE OR IN TRANSIT EMERGENCY SERVICE PLEASE CONTACT HRG ANYTIME AT 1-866-857-3578 WITHIN NORTH AMERICA OR FROM OUTSIDE CANADA / USA; CALL COLLECT AT 1-613-822-3873.

FOR CREDIT CARD SUPPORT DUE TO LOST OR STOLEN CARDS PLEASE USE PHONE NUMBER ABOVE; SELECT OPTION 4 IMPORTANT; THE NAME ON THE IDENTIFICATION MUST MATCH THE NAME ON THE RESERVATION; BOARDING PASS.

FOR FLIGHTS WITHIN CANADA ALL PASSENGERS MUST PRESENT ONE PIECE OF VALID GOVERNMENT ISSUED PHOTO IDENTIFICATION THAT INCLUDES NAME / DATE OF BIRTH AND GENDER.

FOR FLIGHTS TO/FROM THE UNITED STATES ALL PASSENGERS ARE REQUIRED TO PRESENT A VALID PASSPORT.

CITIZENS OF COUNTRIES OTHER THAN CANADA AND THE UNITED STATES SHOULD CONTACT THEIR CONSULATE OR EMBASSY FOR BOARDING REQUIREMENTS OR CONSULT HRG GOVERNMENT TRAVEL SERVICE.

PROOF OF ONWARD OR RETURN TRAVEL MAY BE REQUIRED AT CHECK-IN.

PASSPORT AND VISA REQUIREMENTS:

PLEASE ENSURE PASSPORT IS VALID FOR 6 MONTHS BEYOND EXPECTED RETURN DATE.

ALL CHILDREN REGARDLESS OF AGE MUST HAVE THEIR OWN PASSPORT

CITIZENS OF COUNTRIES OTHER THAN CANADA AND THE UNITED STATES SHOULD CONTACT THE CONSULATE OR EMBASSY FOR PASSPORT AND VISA REQUIREMENTS OR CONSULT HRG GOVERNMENT TRAVEL SERVICE.

CHECK-IN:

* PLEASE ALLOW 2HRS FOR DOMESTIC (CANADA); TRANSBORDER (USA) CHECK-IN

* ALLOW 3HRS FOR ALL INTERNATIONAL CHECK-IN

THE AIRLINES RESERVE THE RIGHT TO DENY BOARDING IF MINIMUM CHECK-IN TIMES ARE NOT MET

FLIGHT TIMES ARE SUBJECT TO CHANGE; PLEASE RE-CONFIRM FLIGHT TIMES PRIOR TO DEPARTURE.

IF YOU ARE TRAVELLING TO AN INTERNATIONAL DESTINATION, PLEASE RECONFIRM YOUR RESERVATIONS 72 HOURS PRIOR TO DEPARTURE DIRECTLY WITH THE AIR CARRIER.

FOR FREE BAGGAGE ALLOWANCE AND/OR APPLICABLE FEES FOR CARRY-ON//CHECKED BAGGAGE RELATED TO YOUR FLIGHT - PLEASE VERIFY THE CARRIERS WEBSITE.

ACCOMMODATIONS:

PLEASE VERIFY THE RATE AT CHECK-IN AS LOCAL MARKET CONDITIONS MAY DICTATE A LOWER RATE.

THE SUPPLIERS PROVIDING SERVICES FOR YOUR RESERVATION MAY HAVE IMPOSED RESTRICTIONS CONCERNING THE ABILITY TO CHANGE OR MODIFY YOUR RESERVATION. THE DETAILS OF THESE RESTRICTIONS WERE PROVIDED EITHER TO YOU OR TO THE PERSON MAKING THE RESERVATION ON YOUR BEHALF. DURING THE ONLINE RESERVATION PROCESS THESE RESTRICTIONS WERE ACCEPTED PRIOR TO SUBMITTING YOUR RESERVATION FOR PURCHASE. SHOULD YOU HAVE ANY QUESTIONS OR CONCERNS, PLEASE CONTACT AN HRG NORTH AMERICA TRAVEL COUNSELLOR.

NO-SHOWS:

NO-SHOWS ARE NOT PERMITTED AND RESULT IN THE FORFEIT OF THE FULL AMOUNT OF THE FARE AT DEPARTURE TIME; PLEASE NOTE THAT NO-SHOWS AT ORIGINAL POINT OF DEPARTURE WILL ALSO RESULT IN CANCELLATION OF THE REMAINDER OF THE FLIGHTS.

CHANGES OR CANCELLATIONS MUST BE MADE PRIOR TO SCHEDULED TRAVEL DATE AND; FLIGHT TIME TO PREVENT NO SHOWS AND AVOID FORFEIT OF VALUE OF TICKET.

PLEASE NOTE THAT FARES MAY BE SUBJECT TO CHANGE AND ARE GUARANTED ONLY ONCE TICKETED.

Travel Industry regulations require the travel agency to advise the customer about the availability of optional trip cancellation insurance and optional out of province health insurance. Individuals may contact the travel insurance provider of their choice to obtain a personal quote. TICO NO. 1355825

HRG North America, 370 King St. W., Suite 700, Toronto ON M5V 1J9, 1-866-857-3578

Landry, Joelle

From:	Sheridan, Kathleen (DMO)
Sent:	2016-Mar-21 12:41 PM
To:	Landry, Joelle
Subject:	FW: Travel Reservation P1GV2Z for JODY WILSONRAYBOULD on 24 March 2016
Attachments:	P1GV2Z.pdf

For the Minister's one way travel back to Vancouver this coming Thursday, March 24.

K

From: donotrespond@hrgworldwide.com [mailto:donotrespond@hrgworldwide.com]
Sent: March-18-16 11:24 PM
To: Rousseau, Johanne; Sheridan, Kathleen (DMO)
Subject: Travel Reservation P1GV2Z for JODY WILSONRAYBOULD on 24 March 2016

STS SVP
Shared Travel Services / Services de voyage partagés

HRG

E-Ticket Itinerary Receipt and Invoice

18 March 2016

THANK YOU FOR BOOKING WITH THE HOGG ROBINSON GROUP (HRG) GOVERNMENT OF CANADA TRAVEL SERVICES. THIS DOCUMENTATION CONFIRMS YOUR TRAVEL ARRANGEMENTS.

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ACCEPTANCE OF YOUR ITINERARY CONSTITUTES AGREEMENT WITH ITS CONTENTS.

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HRG WILL NOT INCREASE THE PRICE AFTER TICKET ISSUANCE.

Itinerary details

Trip locator:	P1GV2Z
Traveller:	Ms JODY WILSONRAYBOULD

Account references

VIP :	VIP
Traveller Category :	Non Public Servants
Travel Directive Module :	M2 - Outside Headquarters - No overnight
THCEE Trip Category :	Core Mandate

Air Canada
Flight # AC33

Booking reference: LH36IV
Status: Booked

Departing:	Pearson International, Toronto, Canada (YYZ), Terminal 1
Date/time:	24 March 2016, 20:05
Arriving:	Vancouver Intl Airport, Vancouver, Canada (YVR), Terminal M
Date/time:	24 March 2016, 22:15
Duration:	5h10m
Aircraft:	BOEING 777-200LR Widebody Jet
Cabin class:	Business (D)
Baggage allowance:	2PC

Add to calendar

Fare details

Fare accepted:	3044.00 CAD
Taxes and fees:	7.12 CA / 27.00 SQ / 400.16 RC
Total amount:	3478.28 CAD
Fare routing:	YOW - YYZ YYZ - YVR

Service Fees

Fee 1 Base:	59.50 CAD
Fee 1 Taxes:	7.74 CAD HST
Fee 1 Total:	67.24 CAD

GENERAL INFORMATION

CREDIT REQUEST- PLEASE NOTE THAT HRG WAS UNABLE TO APPLY THE CREDIT REQUESTED DUE TO THE FARE RULES OF THE CARRIER BOOKED DO NOT PERMIT EXCHANGES FOR THIS ITINERARY

GST REGISTRATION NO. R136445095 QST REGISTRATION NO. TVQ M1015857826
GST is represented by tax code XG; HST is represented by tax code RC; QST is represented by tax code XQ.

FOR ASSISTANCE OR IN TRANSIT EMERGENCY SERVICE PLEASE CONTACT HRG ANYTIME AT 1-866-857-3578 WITHIN NORTH AMERICA OR FROM OUTSIDE CANADA / USA; CALL COLLECT AT 1-613-822-3873.
FOR CREDIT CARD SUPPORT DUE TO LOST OR STOLEN CARDS PLEASE USE PHONE NUMBER ABOVE; SELECT OPTION 4 IMPORTANT; THE NAME ON THE IDENTIFICATION MUST MATCH THE NAME ON THE RESERVATION; BOARDING PASS.
FOR FLIGHTS WITHIN CANADA ALL PASSENGERS MUST PRESENT ONE PIECE OF VALID GOVERNMENT ISSUED PHOTO IDENTIFICATION THAT INCLUDES NAME / DATE OF BIRTH AND GENDER.
FOR FLIGHTS TO/FROM THE UNITED STATES ALL PASSENGERS ARE REQUIRED TO PRESENT A VALID PASSPORT.
CITIZENS OF COUNTRIES OTHER THAN CANADA AND THE UNITED STATES SHOULD CONTACT THEIR CONSULATE OR EMBASSY FOR BOARDING REQUIREMENTS OR CONSULT HRG GOVERNMENT TRAVEL SERVICE.
PROOF OF ONWARD OR RETURN TRAVEL MAY BE REQUIRED AT CHECK-IN.
PASSPORT AND VISA REQUIREMENTS:
PLEASE ENSURE PASSPORT IS VALID FOR 6 MONTHS BEYOND EXPECTED RETURN DATE.
ALL CHILDREN REGARDLESS OF AGE MUST HAVE THEIR OWN PASSPORT
CITIZENS OF COUNTRIES OTHER THAN CANADA AND THE UNITED STATES SHOULD CONTACT THE CONSULATE OR EMBASSY FOR PASSPORT AND VISA REQUIREMENTS OR CONSULT HRG GOVERNMENT TRAVEL SERVICE.
CHECK-IN:
* PLEASE ALLOW 2HRS FOR DOMESTIC (CANADA); TRANSBORDER (USA) CHECK-IN
* ALLOW 3HRS FOR ALL INTERNATIONAL CHECK-IN

Department of Justice Canada | Ministère de la Justice Canada

PAYMENT VOUCHER / BORDEREAU DE PAIEMENT

Scanned Documents / Documents numérisés ☐
Final Payment / Paiement Final ☐
Original document kept in legal file / Document original conservé dans le dossier ☐

Region - Région:	Organization - Organisation:	Vendor code - Code fournisseur :
NCR	DEPUTY MINISTER'S OFFICE	

Payee name - Nom du bénéficiaire :
PUBLIC WORKS AND GOVERNMENT SERVICES CANADA

Processed in IFMS
Doc # [illegible]
Date [illegible]

Address - Adresse :
11 Laurier Street, PDP Phase III
Gatineau QC K1A 0S5

Date goods received or services rendered - Date de réception des produits ou services:

Date invoice received / Date de réception de la facture: March 21, 2016

CHEQUE STUB INFORMATION - INFORMATION SUR LE TALON DU CHÈQUE

Invoice number / Numéro de la facture	Details / Détails	Amount / Montant
91473325	Executive Vehicle Insurances - Oder # 1692789 (DM)	596.58
	6 @ 99.43	

ACCOUNTING INFORMATION *(FOR ADDITIONAL LINES SEE PAGE 2)* - RENSEIGNEMENTS DE LA COMPTABILITÉ *(POUR DES LIGNES SUPPLÉMENTAIRES - VOIR PAGE 2)*

	GL Account / Compte général	Net Amount / Montant net	HST/GST / TVH/TPS	QST/ TVQ	Cost center / Centre de coût	Fund / Fonds	Functional Area / Domaine Fonctionnel	Order / Ordre	Assignment / Affectation	Description	Commitment PO / Engagement Bon de commande	Line Item / L. d'item
1	5020	596.58			12020	15	4010			Executive Vehicle Insurances - Oder # 1692789	300254774	1
2					14000							
3												

	Net Amount	HST/GST	QST
Sub-Total	$ 596.58	$ 0.00	$ 0.00
Sub-Total Tax Amount		$ 0.00	
TOTAL	$ 596.58		

The following boxes must be check by the verifier - Les cases suivantes doivent être cochée par le vérificateur

☐ Services Rendered/Goods Supplied / Services rendus/marchandises livrées
☐ Contract Terms Met / Rencontre les Termes du contrat
☐ Supporting documentation / Documentation à l'appui

Account Verified - Name / Compte Vérifié - Nom | Signature | Date Y-A M D-J

Prepared by - Name / Préparé par - Nom: Sylvie Crispin | Date Y-A 2016 M 03 D-J 22 | G/R:

CERTIFIED PURSUANT TO SECTION 34 OF THE *FINANCIAL ADMINISTRATION ACT* - CERTIFIÉ EN VERTU DE L'ARTICLE 34 DE LA *LOI SUR LES FINANCES PUBLIQUES*

Name - Nom: Stéphanie Poliquin - Chief of Staff - DMO | Signature: [signature] | Date Y-A 2016 M 03 D-J 22

s.19(1)

Public Works and Government Services Canada
Acquisitions Branch

Travaux publics et Services gouvernementaux Canada
Direction générale des approvisionnements

INVOICE No / No DE FACTURE
91473325
Quote this number on all correspondence/ Numéro à indiquer dans toute correspondance

Invoice Date/Date de facturation
2016-03-08

Sold-To Customer/Donneur d'ordre
1013

Customer phone #/No de tél. du client

Reference #/ No de référence:

Bill-To Customer/Client facturé:

JUSTICE(1013)
284 WELLINGTON ST RM 1355 / EMB - ROOM 1355
OTTAWA ON K1A 0H8
CA

RECEIVED
MAR 2 1 2016

Service Recipient/Destinataire du service:
JUSTICE(1013)
284 WELLINGTON ST RM 1355 / EMB - ROOM 1355
OTTAWA ON K1A 0H8
CA

IS Initiated Transaction/
ransaction entreprise en application de la SIF

nformation/Renseignements

Chantal Monette
11 Laurier Street, PDP Phase III, Floor 6B1
Gatineau Qc K1A 0S5

Tel.: (873) 469-3211
Fax/Télé.: (819) 956-8759
E-mail /Courriel : chantal.monette@pwgsc.gc.ca

IS ORG/ORG RI:

IS REF/REF RI:

DM

Code	Description	Qty Invoiced /Qté facturée	Unit Price /Prix unitaire	Tx	Total Amount /Montant total
	Order Number/Numéro de l'ordre: 1692789				
1333	EXECUTIVE VEHICLE INSURANCES	6 EA	99.43 / 1 EA		596.58

SUBTOTAL/SOUS TOTAL:	596.58
GST-HST/TPS-TVH:	0.00
PST/TVP:	0.00

GST/HST Reg No. / No d'inscription TPS/TVH: 121491807RT0001

Amount Due/Montant dû: CAD $ 596.58

0:Tax exempt/Exempt de taxes 1:GST-HST/TPS-TVH 2:PST/TVP 3:GST-HST&PST/TPS-TVH&TVP 4:Elig.Rebate of PST component of HST/Remboursement de la portion TVP de la TVH

Interest will be charged after the due date (Doc date + terms of payment) and fees on NSF if applicable in accordance with the Interest and Administrative Charges Regulations / Des frais d'intérêts seront facturés après la date d'échéance ainsi que des frais de chèque sans provision si applicable en vertu du Règlement sur les intérêts et les frais administratifs.

Department of Justice Canada / Ministère de la Justice Canada

Initiation and Commitment Expenditure Request
Demande d'initiation et d'engagement de dépense

☒ ORIGINAL ☐ CLOSE/FERMER ☐ AMEND/MODIFICATION ☐ RE-OPEN/RE-OUVERTURE

FISCAL YEAR / EXERCICE FINANCIER: 2015-2016

1	BRANCH, SECTION / DIRECTION GÉNÉRALE, SECTION	VENDOR NO. / N° DE FOURNISSEUR
	Deputy Minister & Departmental Expenditures	

2	Name of Card Holder (if applicable) / Nom du titulaire d'une carte d'acquisition (si applicable):	

3 ACCOUNTING INFORMATION / INFORMATION COMPTABLE

Original Financial Commitment description - Description d'engagement de fonds originale

Trans. Type Type de Trans.	GL ACCOUNT COMPTE GL	COST CENTER CENTRE DE COÛTS	FUND FONDS	FUNCTIONAL AREA DOMAINE FONCTIONNEL	ORDER NO. N° DE COMMANDE	COMMITMENT AMOUNT MONTANT D'ENGAGEMENT	TAX AMOUNT MONTANT DE LA TAXE	TOTAL AMOUNT MONTANT TOTAL	COMMITMENT NO. N° D' ENGAGEMENT	LINE NO.	DESCRIPTION (text)
	5020	12000	15	4010		$ 1,200.00		$ 1,200.00	300254774	1	Assurance pour les voitures du
	5020	~~12000~~ 12070	15	4010		$ 1,200.00		$ 1,200.00	300254774	2	Sous-ministre et Ministre
								$ 0.00			
								$ 0.00			
								$ 0.00			
								$ 0.00			

Amended Financial Commitment Description - Description de l'Amendement à l'Engagement de Fonds

Trans. Type	GL	Cost Center	Fund	Functional Area	Order No.	Commitment Amount	Tax Amount	Total Amount	Commitment No.	Line No.	Description
								$ 0.00			
								$ 0.00			
								$ 0.00			
								$ 0.00			
								$ 0.00			
								$ 0.00			
								$ 0.00			
								$ 0.00			

5 Prepared by / Préparé par

Name (Print) / Nom (lettre moulée) :	Signature :	Date :
Danielle Vaillancourt	Vaillancourt	2015-10-15

6 Certified pursuant to Section 32(1) of the Financial Administration Act and authorized under the Expenditure Initiation. I authorize the use of the acquisition card for this purchase.

Certified pursuant to Section 32(1) of the Financial Administration Act and authorized under the Expenditure Initiation. I authorize the use of the acquisition card for this purchase.

Name of manager / Nom du gestionnaire	Signature :	Date :
	[signature]	2015-10-15

List Edit Goto Views Settings System Help

Earmarked Funds: Display Consumption History

Itm	Business Transaction	DocumentNo	Consumptn	Crcy	Consumptn	LCurr	Delete Date	Doc. Date	Text for reservation reduction	Doc. No.	Purch.Doc.
										300254774	
1	Receipt amt		1,200.00	CAD	1,200.00	CAD				300254774	
1	Invoice/Credit Memo	8500002758	403.42	CAD	403.42	CAD	11.03.2016	11.03.2016	Chantal Monette 873-469-3211	300254774	
1	Invoice/Credit Memo	8500002757	596.58	CAD	596.58	CAD	11.03.2016	11.03.2016	Chantal Monette 873-469-3211	300254774	
1	Total Invoices/credit memos		1,000.00	CAD	1,000.00	CAD				300254774	
1	Consumpt.		1,000.00	CAD	1,000.00	CAD				300254774	
1	Open amount		200.00	CAD	200.00	CAD				300254774	
2	Receipt amt		1,193.16	CAD	1,193.16	CAD				300254774	
2	Invoice/Credit Memo	8500002760	198.86	CAD	198.86	CAD	11.03.2016	11.03.2016	Chantal Monette 873-469-3211	300254774	
2	Invoice/Credit Memo	8500002759	298.29	CAD	298.29	CAD	11.03.2016	11.03.2016	Chantal Monette 873-469-3211	300254774	
2	Invoice/Credit Memo	8500002758	193.16	CAD	193.16	CAD	11.03.2016	11.03.2016	Chantal Monette 873-469-3211	300254774	
2	Invoice/Credit Memo	8500002756	696.01	CAD	696.01	CAD	11.03.2016	11.03.2016	Chantal Monette 873-469-3211	300254774	
2	Total Invoices/credit memos		1,386.32	CAD	1,386.32	CAD				300254774	
2	Consumpt.		1,386.32	CAD	1,386.32	CAD				300254774	
2	Open amount		0.00	CAD	0.00	CAD				300254774	

Should be
300254774-1
DM CC
12000.

Prints Window Contents

SAP

JPR (1) 200 OT9D0109 INS

596.58
− 403.42
193.16

Department of Justice Canada | Ministère de la Justice Canada

PAYMENT VOUCHER — BORDEREAU DE PAIEMENT

Scanned Documents / Documents numérisés ☐
Final Payment / Paiement Final ☐
Original document kept in legal file / Document original conservé dans le dossier ☐

Region - Région: NCR
Organization - Organisation: Deputy Minister's Office
Payee name - Nom du bénéficiaire : Events & Conference Management - PWGSC
Address - Adresse :
Vendor code - Code fournisseur : 401275

Date goods received or services rendered - Date de réception des produits ou services:
Date invoice received / Date de réception de la facture: March 22, 2016

CHEQUE STUB INFORMATION - INFORMATION SUR LE TALON DU CHÈQUE

Invoice number Numéro de la facture	Details Détails	Amount Montant
4XGCS 10624	GCWCC DM Lessons Learned Event on February 2016	537.74

ACCOUNTING INFORMATION *(FOR ADDITIONAL LINES SEE PAGE 2)* - RENSEIGNEMENTS DE LA COMPTABILITÉ *(POUR DES LIGNES SUPPLÉMENTAIRES - VOIR PAGE 2)*

	GL Account Compte général	Net Amount Montant net	HST/GST TVH/TPS	QST/ TVQ	Cost center Centre de coût	Fund Fonds	Functional Area Domaine Fonctionnel	Order Ordre	Assignment Affectation	Description	Commitment PO Engagement Bon de commande	Line Item L. d'item
1	2401	146.74			12000	15	4010	502349		Coffee	300256234	1
2	5810	391.00			12000	15	4010	502385		Room Rental	300256234	2
3												

	Amount	HST/GST	QST
Sub-Total	$ 537.74	$ 0.00	$ 0.00
Sub-Total Tax Amount		$ 0.00	
TOTAL	$ 537.74		

The following boxes must be check by the verifier - Les cases suivantes doivent être cochée par le vérificateur

☐ Services Rendered/Goods Supplied / Services rendus/marchandises livrées
☐ Contract Terms Met / Rencontre les Termes du contrat
☐ Supporting documentation / Documentation à l'appui

Account Verified - Name / Compte Vérifié - Nom | Signature | Date Y-A M D-J

Prepared by - Name / Préparé par - Nom: Sylvie Crispin | Date Y-A 2016 M 03 D-J 23 | G/R:

CERTIFIED PURSUANT TO SECTION 34 OF THE *FINANCIAL ADMINISTRATION ACT* - CERTIFIÉ EN VERTU DE L'ARTICLE 34 DE *LA LOI SUR LES FINANCES PUBLIQUES*

Name - Nom: Marie-Josée Thivierge - Assistant Deputy Minister - CFO | Signature | Date Y-A M D-J

JUS 396-4 (2014/01)

"Lessons Learned" Event
Événement « Leçons apprises »

Monday February 22, 2016 - 1 to 3:00 pm
111 Sussex, Fuller room/
Lundi 22 février 2016, de 13 h à 15 h
111, rue Sussex – Salle Fuller

Opening Remarks from 2015 National Chair and Co-Chair of the GCWCC / Allocution d'ouverture du Président et de la Co-présidente nationale de la CCMTGC 2015

Table discussions:

- what has worked well from a governmental/departmental perspectives in 2015
- what are the opportunities for improvement for 2016
- one priority for change that needs to be addressed

Discussion en groupe

- Ce qui a bien fonctionné selon les perspectives gouvernementale/ministérielle en 2015
- Les occasions d'amélioration en 2016
- Une priorité de changement qui doit être traitée

Presentation from United Way Representatives / Exposé des représentants de Centraide Ottawa

Debrief in plenary / Discussion en plénière

Closing Remarks / Allocution de cloture

Hospitality Allowances // Indemnité pour l'accueil
Last Update / Dernièere Mise-à-jour : 1-oct-2015

http://www.njc-cnm.gc.ca/directive/index.php?lang=fra&merge=2&sid=98
http://www.njc-cnm.gc.ca/directive/index.php?sid=98&lang=eng

	Meal Allowance // Indemnité pour les repas	Hospitality : Average Per Person Cost // Accueil : Taux moyen par personne	Hospitality, Average Per Person // Accueil, moyenne par peronne	Hospitality : Maximum Per Person Cost // Accueil : Taux maximum par personne	Hospitality, Maximum Per Person // Accueil, maximum par peronne
Breakfast / Déjeuner	16.55 $	1.5 X Breakfast / Déjeuner	24.83 $	1.5 X Average per person cost/ Taux moyen par personne	37.24 $
Lunch / Diner	16.80 $	2 X Lunch / Diner	33.60 $	1.5 X Average per person cost/ Taux moyen par personne	50.40 $
Dinner / Souper	44.40 $	1.75 X Dinner / Souper	77.70 $	1.5 X Average per person cost/ Taux moyen par personne	116.55 $
Reception		2 X Breakfast / Déjeuner	33.10 $	1.5 X Average per person cost/ Taux moyen par personne	49.65 $
Refreshment / Brevages		0.5 X Breakfast / Déjeuner	8.28 $	1.5 X Average per person cost/ Taux moyen par personne	12.41 $

Commentaires :
80 personnes * [3.19$/pers (brevages)]= 255.20$ maximum d'accueil

s.19(1)

Lessons Learned event February 22, 2016 RSVP

Last	First	Department	Signature
Andrews	Menna	Global Affairs Canada	
		GCWCC	
Basque- Spickett	Diane	Loaned Rep	
Belen	Maria	CIC	
Bentenuto	Luciano	Courts Administration Service	
Beresford-Green	Debbie	Health Canada	
		GCWCC	
Bernard	Charles	IRCC	
		GCWCC NCR Director	
Campbell Jarvis	Marian	NR Can	
Côté	Francine	Courts Administration Service	
Damphouse	Mélanie	PWGSC	
Daoust	Gail	DND	
Dikranian	Lena	DND	
Dupuis	Véronique	Auditor General	
Folz	Patrick	JUS	
Hyppolite	Ruben	Senate	
Joy	Racine	Correctional Services	
Keogh-Smyth	Rose Marie	Indigenous and Nothern Affairs	
Krogh	Allison	JUS	
Lafond	Joelle	ESDC	
Laroche	Nancy	Loaned Rep GCWCC	
Larose	Andrée	PHAC	
Lépine	Édith	ESDC	
Lohnes	Scott	IRCC	
McLeish	Sheena	Global Affairs Canada	
Pelletier	Catherine	Senate	
Pentney	William F.	JUS	
Peris	Melanie	EC	
Pisarek	Paulina	Parks Canada	
Poliquin	Stéphanie	JUS	
Reaney	Jennifer	JUS	
Rickard	Melanie	Canadian Nuclear Safety Commission	
		GCWCC	
Robitaille	Luc	Administrative Tribunals Support Service of Canada	
Ross	Susan	Auditor General	
Russell	Pamela	Indigenous and Nothern Affairs	
Sarrazin	J-P	DND	
St-Onge's	Celine	Parole Board	
Suppa	Maria	CRA	
Taylor	Jane	AAFC	
Taylor	Anna	CRA	
		GCWCC	

Allard, Samantha

From: Crispin, Sylvie
Sent: Thursday, March 31, 2016 9:07 AM
To: Allard, Samantha
Subject: RE: DM Lessons Learned Event

Hi Samantha,

70 invitations was sent, 40 peoples answered and 43 came!

merci

Sylvie
613-482-9811

From: Allard, Samantha
Sent: March 31, 2016 9:00 AM
To: Crispin, Sylvie
Subject: DM Lessons Learned Event

Hi Sylvie,

I'm just finishing up the Hospitality claim and I noticed the participants list has 43 names and the claim has 40, can you please confirm the number of participants?

Thank you,

Samantha Allard
Accounts Payable Supervisor | Superviseure des comptes payables
Accounting Operations, Finance and Planning Branch | Opérations comptables, Direction générale des finances et de la planification
Department of Justice Canada | Ministère de la Justice Canada
284 Wellington Street | 284, rue Wellington
Ottawa, Ontario K1A 0H8
Tel. 613-796-5040

Finance 30/3/16
to CDO 3060

COPY

Department of Justice Canada | Ministère de la Justice Canada

INTERNAL JOURNAL VOUCHER - PIÈCE DE JOURNAL INTERNE

DEPARTMENT - MINISTÈRE	NO - Nº	BRANCH, DIVISION, SECTION - DIRECTION, DIVISION, SECTION	FISCAL YEAR - ANNÉE FIN.
Justice	013	Deputy Minister's Office	2015/2016

INTRA NO. - Nº INTRA	IPU NO. - Nº D'UEP	SOURCE NO. - Nº DE SOURCE	LOCATION - ENDROIT	PREPARED BY - ÉTABLI PAR	TEL NO. - Nº DE TÉL	DATE Y-A M D-J
			EMB 4143A	Sylvie Crispin	613-482-9811	2016 03 29

GL Account Compte GL	CR - CT DR - DT	Net Amount Montant Net	Cost Center Centre de coût	Fund Fonds	Functional area Domaine Fonctionnel	Order Ordre	Assignment Affectation	Description	Commitment PO Engagement Bon de commande	Line item Ligne d'item
5020	DR - DT	$193.16	12000	15	4010			Correction CC	300254774	1
5020	CR - CT	-$193.16	12020	15	4010				300254774	2
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Processed in IFMS
Doc.# 161921681
Date 30-3-16

Originate 31/3/16

		REMARKS - REMARQUES			TEL NO. - Nº DE TÉL	DATE Y-A M D-J
TOTAL DEBITS / TOTAL DES DÉBITS	$193.16	Insurance Vehicle DM $193.16 should be 300254774-1 instead Line 2	APPROVED BY (CREDIT OFFICE) / APPROUVÉE PAR (BUREAU CRÉDITEUR)	[signature]	9488981	2016.03.29
TOTAL CREDITS / TOTAL DES CRÉDITS	$193.16		APPROVED BY (DEBITING OFFICE) / APPROUVÉE PAR (BUREAU DÉBITEUR)	[signature]	"	2016.03.29

FINCON BATCH # - # DE LOT FINCON

1- ACCOUNTING SERVICES / SERVICES DE LA COMPTABILITÉ
2- DEBITING OFFICE / BUREAU DÉBITEUR
3- CREDITING OFFICE / BUREAU CRÉDITEUR

JUS 646-3 (2011/05)

4: 598.58
-193.16
403.42

Department of Justice Canada | Ministère de la Justice Canada

PAYMENT VOUCHER / BORDEREAU DE PAIEMENT

Scanned Documents / Documents numérisés ☐
Final Payment / Paiement Final ☐
Original document kept in legal file / Document original conservé dans le dossier ☒

Region - Région: NCR
Organization - Organisation: DM Business Centre
Vendor code - Code fournisseur : s.19(1)

118096

Payee name - Nom du bénéficiaire : BMO Financial Group
Address - Adresse :

Date goods received or services rendered - Date de réception des produits ou services:
Date invoice received / Date de réception de la facture: Mar. 16, 2016

CHEQUE STUB INFORMATION - INFORMATION SUR LE TALON DU CHÈQUE

Invoice number Numéro de la facture	Details Détails	Amount Montant
03/05/2016	Acct# 5215350000707553	20.00

ACCOUNTING INFORMATION *(FOR ADDITIONAL LINES SEE PAGE 2)* - RENSEIGNEMENTS DE LA COMPTABILITÉ *(POUR DES LIGNES SUPPLÉMENTAIRES - VOIR PAGE 2)*

	GL Account Compte général	Net Amount Montant net	HST/GST TVH/TPS	QST/ TVQ	Cost center Centre de coût	Fund Fonds	Functional Area Domaine Fonctionnel	Order Ordre	Assignment Affectation	Description	Commitment PO Engagement Bon de commande	Line Item L. d'item
1	1524	20.00			11050	15	4010			Shipment fees for forgotten items at the Hotel	400073182	02
2												
3												

Sub-Total: $ 20.00 | $ 0.00 | $ 0.00
Sub-Total Tax Amount: $ 0.00
TOTAL: $ 20.00

The following boxes must be check by the verifier - Les cases suivantes doivent être cochée par le vérificateur

☐ Services Rendered/Goods Supplied / Services rendus/marchandises livrées
☐ Contract Terms Met / Rencontre les Termes du contrat
☐ Supporting documentation / Documentation à l'appui

Account Verified - Name / Compte Vérifié - Nom	Signature	Date Y-A M D-J
Prepared by - Name / Préparé par - Nom: J. Landry	Date Y-A 2016 M 03 D-J 31	G / R :

CERTIFIED PURSUANT TO SECTION 34 OF THE *FINANCIAL ADMINISTRATION A*[redacted]TICLE 34 DE *LA LOI SUR LES FINANCES PUBLIQUES*

Name - Nom	Sign[redacted]	Date Y-A M D-J: 04 AVR 2016

JUS 396-4 (2014/01)

s.18(a)

BMO Financial Group

Statement

Account Name:	VAILLANCOURT, DANIELLE	**Card Number:**	
Company Name:	JUS/JUS	**Account Limit:**	$ 25,000.00
TIN:	D698257		
Statement Date (MM/DD/YYYY):	03/05/2016	**Currency:**	CANADIAN DOLLAR
Payment Due Date (MM/DD/YYYY):	04/01/2016	**Past Due Balance:**	$ 186.30
		Balance Due:	$ 206.30

Our records indicate that your account is past due. If you have recently submitted a payment we thank you.

Statement Summary:

Previous Balance:	$ 186.30
Payments:	$ 0.00
Adjustments:	$ 0.00
Net Purchases:	$ 20.00
Cash Advance:	$ 0.00
Fees:	$ 0.00
Other Charges:	$ 0.00
Current Balance:	$ 206.30

Interest Charges and rates:

Item	Purchase/Other	Cash Advances
Interest charges on this statement ($)	$ 0.00	$ 0.00
Annual interest rate next period (%)	0.00000 %	0.00000 %
Daily interest rate next period (%)	0.00000 %	0.00000 %

Transaction Summary:

Trans Date	Posting Date Trans ID	Description GL/Customer Code	Pre-Tax Amount Auth #	Total Tax TAN	Trans Amount TIN
02/13	02/15 37334	SHERATON CAVALIER	$ 20.00 141221	$ 0.00	$ 20.00 D698257

TOTAL CREDITS	**$ 0.00**
TOTAL DEBITS	**$ 20.00**

s.18(a)

BMO Financial Group

PAYMENT INFORMATION:

You can mail your payment to:

BMO MasterCard - Payment Centre
P.O. Box 6044, Station Centre-Ville,
Montreal, QC H3C 3X2

You may send your payment via overnight mail to:

BMO MasterCard - Payment Centre
800 Rue de la Gauchetiere O, Suite 5600
Montreal, QC H5A 1K8
Transit # 3780

A fee will be assessed against returned cheques.

Lost or Stolen Card:

If you would like to report a lost or stolen card or need emergency card services:

From Canada or the Continental U.S. (Alaska, Hawaii, Puerto Rico and the Virgin Islands), call Toll Free 1-866-857-3578

From elsewhere, call collect 613-822-3873

Customer Service:

Service Representatives are available to assist you 24 hours a day, seven days a week. Please have account number information ready.

Local:	Call 613-822-3873
Toll-free:	Call 1-866-857-3578
Outside Canada & USA:	Call collect 613-822-3873

If you are paying by mail:

- Write your MasterCard number on your cheque or money order
- Do not staple your cheque or money order to this payment slip
- Do not send cash through the mail
- Return the payment slip with your payment

You have many convenient ways to pay:

- Pre-Authorized Debit
- Telephone
- Internet
- By Mail
- In Person

P.O. BOX 187, STATION F
TORONTO, ON M4Y 2L5

VAILLANCOURT, DANIELLE

BMO Financial Group

Account Number:	
Total Due:	$206.30
Payment Due Date:	Apr. 1, 2016

Amount you're paying ($):

IMPORTANT PAYMENT INFORMATION:
If you're paying by mail, please make your cheque or money order payable to: BMO Bank of Montreal. Mail your payment to: BMO MasterCard Payment Centre, P.O. Box 6044, Station Centre-Ville, Montreal, QC H3C 3X2

000020630 00020630

s.18(a)
s.19(1)

SHERATON CAVALIER HOTEL
612 Spadina Crescent East
Saskatoon, SK S7K 3G9
Canada
Tel: D 306-652-6770 Fax: F 306-244-1739

Sheraton
Cavalier Saskatoon
HOTEL

Jody Wilson

Page Number	:	1
Guest Number	:	1129231
Folio ID	:	A
Arrive Date	:	12-FEB-16
Depart Date	:	12-FEB-16
No. Of Guest	:	1
Room Number	:	
Club Account	:	

Tax ID : R100846435
Sheraton Cavalier 21-MAR-16 13:42

Date	Reference	Description	Charges/Credits (CAD)
12-FEB-16	1127023	Paid Out	20.00
12-FEB-16	MC	MasterCard	-20.00
	For Authorization Purpose Only		

Date	Code	Authorized
12-FEB-16	141221	20

** Total Charges	20.00
** Total Credits	-20.00
*** Balance	0.00

	Amount (CAD)
GST Room Revenue	0.00
GST Food and Beverage	0.00
GST Telephone	0.00
	0.00
GST Total Revenue	0.00

H6073182
1524-11050-4010

Continued on the next page

s.19(1)

SHERATON CAVALIER HOTEL
612 Spadina Crescent East
Saskatoon, SK S7K 3G9
Canada
Tel: D 306-652-6770 Fax: F 306-244-1739

Sheraton
Cavalier Saskatoon
HOTEL

Jody Wilson

Page Number	:	2
Guest Number	:	1129231
Folio ID	:	A
Arrive Date	:	12-FEB-16
Depart Date	:	12-FEB-16
No. Of Guest	:	1
Room Number	:	
Club Account	:	

Tell us about your stay. www.sheraton.com/reviews

EXPENSE SUMMARY REPORT

Currency: CAD

Date	Room & Tax	Food & Bev	Telephone	Misc Chgs	Other	Total	Payment
02-12-2016	0.00	0.00	0.00	0.00	20.00	20.00	-20.00
Total	0.00	0.00	0.00	0.00	20.00	20.00	-20.00

s.19(1)

Landry, Joelle

From: Vaillancourt, Danielle
Sent: 2016-Mar-22 9:16 AM
To: Landry, Joelle
Subject: Fw: $20 Corporate Credit Card Charge

I guess ceci est suffisant comme explication pour le paiement..

Sent from my BlackBerry 10 smartphone on the Rogers network.

From: Sheridan, Kathleen (DMO) <Kathleen.Sheridan@justice.gc.ca>
Sent: Tuesday, March 22, 2016 9:13 AM
To: Vaillancourt, Danielle; Landry, Joelle
Subject: FW: $20 Corporate Credit Card Charge

FYI

From:
Sent: March-22-16 9:10 AM
To: Sheridan, Kathleen (DMO);
Subject: RE: $20 Corporate Credit Card Charge

Yes – the Minister left some things behind so they were shipped to Ottawa

From: Sheridan, Kathleen (DMO)
Sent: March-22-16 9:00 AM
To:
Subject: $20 Corporate Credit Card Charge

Hi,

There was a $20 credit charge on the Department's BMO Mastercard on Feb 12 or 13 at the Sheraton Cavalier Hotel in Saskatoon. The hotel tells me that it is a shipping charge. Is one of you able to confirm what this was for?

Thanks,

Kathleen

Kathleen Sheridan
Scheduling Assistant to the Minister | Adjointe à l'agenda de la Ministre
Department of Justice | Ministère de la Justice

613-992-4621

3

Department of Justice Canada | Ministère de la Justice Canada

PAYMENT VOUCHER — BORDEREAU DE PAIEMENT

Scanned Documents / Documents numérisés ☐

Final Payment / Paiement Final ☐

Original document kept in legal file / Document original conservé dans le dossier ☒

Region - Région: NCR

Organization - Organisation: DM Business Centre

Vendor code - Code fournisseur : s.19(1)

143712

Payee name - Nom du bénéficiaire : Hon. Jody Wilson Raybould

Address - Adresse :

Date goods received or services rendered - Date de réception des produits ou services:

Date invoice received / Date de réception de la facture: March 24, 2016

CHEQUE STUB INFORMATION - INFORMATION SUR LE TALON DU CHÈQUE

Invoice number Numéro de la facture	Details Détails	Amount Montant
March 31, 2016	Electronic Mail & Network to Mar. 16, 2016	146.80

ACCOUNTING INFORMATION *(FOR ADDITIONAL LINES SEE PAGE 2)* - RENSEIGNEMENTS DE LA COMPTABILITÉ *(POUR DES LIGNES SUPPLÉMENTAIRES - VOIR PAGE 2)*

	GL Account Compte général	Net Amount Montant net	HST/GST TVH/TPS	QST/TVQ	Cost center Centre de coût	Fund Fonds	Functional Area Domaine Fonctionnel	Order Ordre	Assignment Affectation	Description	Commitment PO Engagement Bon de commande	Line Item L. d'item
1	2571	137.63	9.17		11050	15	4010			Secure Phone Lines Feb. 8 - March 16, 2016	300258196	10
2												
3												

	Net Amount	HST/GST	QST/TVQ
Sub-Total	$ 137.63	$ 9.17	$ 0.00
Sub-Total Tax Amount		$ 9.17	
TOTAL	$ 146.80		

The following boxes must be check by the verifier - Les cases suivantes doivent être cochée par le vérificateur

☐ Services Rendered/Goods Supplied / Services rendus/marchandises livrées

☐ Contract Terms Met / Rencontre les Termes du contrat

☐ Supporting documentation / Documentation à l'appui

Account Verified - Name / Compte Vérifié - Nom | Signature | Date Y-A M D-J

Prepared by - Name / Préparé par - Nom: J. Landry | Date Y-A M D-J: 2016 03 31 | G / R :

CERTIFIED PURSUANT TO SECTION 34 OF THE *FINANCIAL ADMINISTRATION ACT* - ... E 34 DE *LA LOI SUR LES FINANCES PUBLIQUES*

Name - Nom | Signature | Date Y-A M D-J: 04 AVR. 2016

JUS 396-4 (2014/01)

- À propos
- Glossaire
- English
- Contact
- Español

$$ AMÉLIOREZ VOS FINANCES

Rechercher

Menu

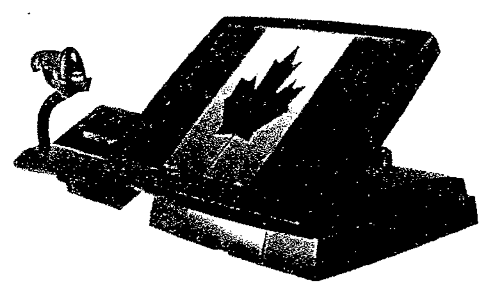
Accueil Articles Calculs Financiers

Vous êtes ici: Simulations et Calculs Financiers Impôts et taxes Canada Calculer la taxe de vente au Canada (TPS, TVQ & TVH) pour 2015 & 2016

Calculer la taxe de vente au Canada (TPS, TVQ & TVH) pour 2015 & 2016

J'aime Partager 59 Tweeter Share

v Aller directement au calculateur v



La taxe de vente sur les produits et services au Canada est imposée à la fois par le gouvernement fédéral et provincial. Il existe trois types de taxes sur les produits et services :

- **TPS** : taxe sur les produits et services (TPS) perçue par le gouvernement fédéral
- **TVP et TVQ** : taxe de vente provinciale (TVP) et taxe de vente du Québec (TVQ) sur les produits et services perçus par le gouvernement provincial
- **TVH** : taxe de vente harmonisée (TVH) sur les produits et services qui, comme dit le nom, harmonise la taxe fédérale et provinciale en une seule.

Le mécanisme de perception de la TPS est identique partout au Canada, mais il en est différent pour la taxe provinciale, où le taux et son application diffèrent d'une province à l'autre. Certaines provinces perçoivent leur propre TVP indépendamment du gouvernement fédéral (Manitoba et Saskatchewan) et, avant 2013, certaines

appliquaient la taxe provinciale sur le montant incluant la taxe fédérale (Québec et Île-du-Prince-Édouard). La TVH pour sa part est perçue par le gouvernement fédéral et la portion provinciale est ensuite redistribuée à la province respective.

La taxe de vente harmonisée et l'addition nominale des taxes fédérales et provinciales sont simples, on ne fait qu'appliquer les taux sur le montant original et les additionne pour obtenir le total. Par contre, avant 2013, les provinces de Québec et de l'Île-du-Prince-Édouard effectuaient leur calcul différemment. La taxe provinciale était appliquée sur le montant incluant la TPS, ce qui nous donnait une taxe totale plus élevée que la simple addition des deux taxes.

À l'aide de ce calculateur, basé sur les données officielles de l'Agence du revenu du Canada et Revenu Québec pour 2012 & 2013, vous pouvez calculer la taxe de vente sur n'importe quel montant, selon sa province, et les comparer avec les autres provinces sur le graphique. *À noter: à compter du 1er janvier 2013, la TVQ au Québec sera calculé sur le prix de vente excluant la TPS, mais sera portée à 9.975% pour compenser, ce qui ne présente aucune différence pour le payeur de taxe, car le total demeure le même. Pour l'Ile-du-Prince-Edouard, le calcul de la taxe provinciale demeurera identique à 2012 jusqu'en avril 2013.*

SVP veuillez changer les valeurs suggérées dans les boites de texte bleues pour les vôtres. Assistance pour nos calculateurs

Obtenez le prix plus les taxes   Obtenez le prix moins les taxes

Année : 2016

	Prix		Pourcentage	
Prix du produit ou service	146.80			
Taxe fédérale sur les produits et services (TPS)	6.55	$	5	%
Province	Colombie-Britannique			
Taxe de vente provinciale (TVP)	9.17	$	7	%
Type	TPS + TVP			

Taxes totales	**15.72**	**$**	**12**	**%**
Prix sans les taxes	131.07	$		

Réinitialisez les valeurs

Your TELUS bill

February 17, 2016

TELUS®

JODY WILSON RAYBOULD
Account number: [redacted]

s.18(a)
s.19(1)

Account summary - turn over for details

Balance forward from your last bill $0.00

New charges
Home Phone $99.94
Total new charges $99.94

Total due..$99.94

JTA0142167-0098941-26811-0002-0001-00-1

Paid by JWR

Can we help?

Visit our self-serve website at: www.TELUS.com
Call us at: 310-2255 or toll free at 1 888 811-2323

Write to us at:
TELUS
PO Box 7575
Vancouver, BC
V6B 8N9

GST/HST# 812758878 QST# 1211642781

TELUS is a trade name of TELUS Communications Company

February 17, 2016
JODY WILSON RAYBOULD
Your Account #

s.18(a)
s.19(1)

Previous charges and payments

Amount due on your last bill	$55.29
Payment processed Jan 29 - Thank You	-$55.29

Balance forward from your last bill $0.00

Home phone

Charges for

Regular charges (Feb 17 to Mar 16)

Home Connections Bundle 3 includes Local Line, Call Display, SmartRing and Voice Mail	$38.50
Call British Columbia Unlimited (from Feb 17 to Mar 16)	$15.50
E9-1-1 Provincial Network Fee	$0.10

Total home phone regular charges $54.10

Long distance and usage charges

	# OF CALLS	MINS: SECS	COST ($)
Call British Columbia Unlimited	1	9:00	$0.00

Total home phone long distance and usage charges $0.00

Total home phone charges for $54.10

JTA0142167-0098942-2681

February 17, 2016
JODY WILSON RAYBOULD
Your Account

TELUS®

s.18(a)
s.19(1)

Charges for

Will be moved to account
~~Both~~ so all DOJ phones on one account.

Partial charges

Added: TELUS Home Phone (from Feb 08 to Feb 16 @ 40.00)	$11.61
Added: Bundle Discount (from Feb 08 to Feb 16 @ -5.00)	-$1.45
Added: E9-1-1 Provincial Network Fee (from Feb 08 to Feb 16 @ 0.10)	$0.03

Total home phone partial charges $10.19

Regular charges (Feb 17 to Mar 16)

TELUS Home Phone	$40.00
includes Local Line, Call Display, Visual Call Waiting, Call Return, Call Forwarding, 3 Way Calling and Voice Mail	
Bundle Discount	-$5.00
Unlisted Directory Charge	Free
E9-1-1 Provincial Network Fee	$0.10
Data processing charge Feb 08	$0.00
2 Connection charge Feb 08	$0.00

Total home phone regular charges $35.10

Long distance and usage charges

	# OF CALLS	MINS: SECS	COST ($)
Pay-per-minute Long Distance	4	11:00	$0.55

Total home phone long distance and usage charges $0.55

Total home phone charges for $45.84

Total home phone charges $99.94

Call details for

TYPE OF CALL	DATE AND TIME OF CALL	NUMBER AND PLACE YOU CALLED	MINS:SECS	COST ($)
Call British Columbia Unlimited				
Total			9:00	$0.00

Total calls for $0.00

Call details for

TYPE OF CALL	DATE AND TIME OF CALL	NUMBER AND PLACE YOU CALLED	MINS:SECS	COST ($)
Pay-per-minute Long Distance				
1				
2				

continued on page 4

⑆31111⑈900⑆ 96

000640

MIX
Paper from responsible sources
FSC® C004212

s.18(a)
s.19(1)

Home phone (continued)

Call details for (continued)

TYPE OF CALL	DATE AND TIME OF CALL	NUMBER AND PLACE YOU CALLED	MINS:SECS	COST ($)
Pay-per-minute Long Distance (continued)				
3				
4				
Total			11:00	$0.55
Total calls for				$0.55

*Credit/CR includes an amount on account of GST/HST, QST, and PST (based on the taxes levied in the Province of supply).

Thank you for choosing TELUS.

February 17, 2016
JODY WILSON RAYBOULD
Your Account

TELUS®

Charges for

s.18(a)
s.19(1)

Partial charges

Added: TELUS Home Phone (from Feb 10 to Feb 16 @ 40.00)	$9.03
Added: Bundle Discount (from Feb 10 to Feb 16 @ -5.00)	-$1.13
Added: E9-1-1 Provincial Network Fee (from Feb 10 to Feb 16 @ 0.10)	$0.02

Total home phone partial charges $7.92

Regular charges (Feb 17 to Mar 16)

TELUS Home Phone **includes Local Line, Call Display, Visual Call Waiting, Call Forwarding, 3 Way Calling and Voice Mail**	$40.00
Bundle Discount	-$5.00
Unlisted Directory Charge	Free
E9-1-1 Provincial Network Fee	$0.10
Data processing charge Feb 10	$0.00
2 Connection charge Feb 10	$0.00

Total home phone regular charges $35.10

Long distance and usage charges

	# OF CALLS	MINS: SECS	COST ($)
Pay-per-minute Long Distance	1	3:00	$0.15

Total home phone long distance and usage charges $0.15

Total home phone charges for $43.17

Total home phone charges $100.96

Call details for

TYPE OF CALL	DATE AND TIME OF CALL	NUMBER AND PLACE YOU CALLED	MINS:SECS	COST ($)
Pay-per-minute Long Distance				
1				
Total			1:00	$0.05

Total calls for $0.05

96

February 17, 2016
JODY WILSON RAYBOULD
Your Account

MIX
Paper from responsible sources
FSC® C004212

s.18(a)
s.19(1)

Call details for

TYPE OF CALL	DATE AND TIME OF CALL	NUMBER AND PLACE YOU CALLED	MINS:SECS	COST ($)
Pay-per-minute Long Distance				
1				
Total			3:00	$0.15
Total calls for				$0.15

*Credit/CR includes an amount on account of GST/HST, QST, and PST (based on the taxes levied in the Province of supply).

Thank you for choosing TELUS.

Your TELUS bill

February 17, 2016

TELUS®

JODY WILSON RAYBOULD
Account number:

s.18(a)
s.19(1)

Account summary – turn over for details

New charges

Home Phone	$100.96	
Total new charges		$100.96

Total due $100.96

JTA0142167-0098937-26810-0002-0001-00-1

Paid by JWR.

Can we help?

Visit our self-serve website at: www.TELUS.com
Call us at: 310-2255 or toll free at 1 888 811-2323

Write to us at:
TELUS
PO Box 7575
Vancouver, BC
V6B 8N9

GST/HST# 812758878 QST# 1211642781

TELUS is a trade name of TELUS Communications Company

February 17, 2016
JODY WILSON RAYBOULD
Your Account

s.18(a)
s.19(1)

Home phone

Charges for

Partial charges

Added: TELUS Home Phone (from Jan 28 to Feb 16 @ 40.00)	$25.81
Added: Bundle Discount (from Jan 28 to Feb 16 @ -5.00)	-$3.23
Added: E9-1-1 Provincial Network Fee (from Jan 28 to Feb 16 @ 0.10)	$0.06

Total home phone partial charges $22.64

Regular charges (Feb 17 to Mar 16)

TELUS Home Phone includes Local Line, Call Display, Visual Call Waiting, Call Return, 3 Way Calling and Voice Mail	$40.00
Bundle Discount	-$5.00
Unlisted Directory Charge	Free
E9-1-1 Provincial Network Fee	$0.10
Data processing charge Jan 28	$0.00
2 Connection charge Jan 28	$0.00

Total home phone regular charges $35.10

Long distance and usage charges

	# OF CALLS	MINS: SECS	COST ($)
Pay-per-minute Long Distance	1	1:00	$0.05

Total home phone long distance and usage charges $0.05

Total home phone charges for $57.79

JTA0142167-0098938-26810

Government of Canada
Privy Council Office

Gouvernement du Canada
Bureau du Conseil privé

INVOICE / FACTURE

INVOICE No./ N° DE FACTURE:	1800000893
Date:	Mar 31, 2016
Department number - Numéro de département	13
IS organization code - Code d'organisation du RI	0130120004010
Reference document number - No. De Reference	300252523

JUSTICE CANADA
EMB - ROOM 1310
284 WELLINGTON STREET
OTTAWA ON K1A 0H8
CANADA

ORIGINATOR / EXPÉDITEUR

Finance and Corporate Planning Division
Privy Council Office
80 Wellington Street
Ottawa ON K1A 0A3
Canada

FIS DEPARTMENTS

Please forward this invoice to your financial services. Payment for this invoice has been processed through the Standard Payment System (IS).

MINISTÈRE SIFS

Veuillez transmettre cette facture à vos services financiers. Le paiement de cette facture a été traité au Système normalisé des paiements (RI).

FIS INITIATED TRANSACTION — **TRANSACTION SIF AMORCÉE**

Date of Service / Date du service	Particulars of Services / Détails des services	Amount / Montant
2015/2016	DEPUTY MINISTER FUNCTIONS 4TH QUARTER BILLING 2015-2016 PARTICIPANTS: PIERRE LEGAULT BILL PENTNEY	361.62

For further information, please contact
Pour plus de renseignements communiquer avec
MÉLODIE BRISEBOIS 613-952-4975

B110-5610-36906-4825--I

Currency / Fonds: CAD
TOTAL: 361.62

Canada

Deputy Minister's functions for the period of January 1st to March 31, 2016

Department: *Justice Canada*

Participant: Pentney, Bill

Events	Dates	Amounts
Deputy Minister's Breakfast	04-Nov-15	$ 4.87
Deputy Minister's Breakfast	05-Nov-15	$ 10.03
Deputy Minister's Breakfast	13-Nov-15	$ 4.87
Deputy Minister's Breakfast	25-Nov-15	$ 10.50
Deputy Minister's Breakfast	09-Dec-15	$ 6.76
Deputy Minister's Breakfast	16-Dec-15	$ -
Deputy Minister's Breakfast	27-Jan-16	$ 6.16
Deputy Minister's Breakfast	03-Feb-16	$ 10.84
Deputy Minister's Breakfast	17-Feb-16	$ -
Deputy Minister's Breakfast	26-Feb-16	$ -
Deputy Minister's Breakfast	09-Mar-16	$ 6.67
Deputy Minister's Breakfast	23-Mar-16	$ 10.33
Deputy Minister's Breakfast	**Total**	**$ 71.03**
Coordinating Committee of Deputy Ministers	10-Nov-15	$ 24.50
Coordinating Committee of Deputy Ministers	10-Feb-16	$ 22.50
Coordinating Committee of Deputy Ministers	09-Mar-16	$ 21.01
Coordinating Committee of Deputy Ministers	30-Mar-16	$ 18.00
Coordinating Committee of Deputy Ministers	**Total**	**$ 86.01**
Committee of Senior Officials	**Total**	**$ -**
Deputy Ministers' Retreat	22-Jan-16	$ 89.12
Deputy Ministers' Retreat	**Total**	**$ 89.12**
	Grand total	**$ 246.16**

18_893.

OK Disclosure
Sun [illegible] 2016

(14)

s.19(1)

Government of Canada / Gouvernement du Canada

Travel No. - N° du voyage: ANH154061

Travel Expense Report / Note de Frais de Voyages

Type 2

Name of Claimant - Nom du demandeur: Hon. Jody Wilson-Raybould

Department - Ministère: Justice Canada

Branch - Direction: Minister's Office

Send Cheque to - Envoyer le chèque à l'adresse suivante: EMB 4th Floor

Address - Adresse: EMB 4th Floor

Telephone - Téléphone: 992-4621

Purpose of Travel - But du voyage: Regular Business - Apr. 3-8 2016

EXPENSES PREPAID BY DEPARTMENT - DÉPENSES PAYÉES À L'AVANCE PAR LE MINISTÈRE

(1) TRANSPORTATION / TRANSPORT	Date / Time of Departure / Heure du départ: 2016-04-03	Arrival / Arrivé: 2016-04-08	$ 2,070.00
(2) OTHER EXPENSES / AUTRES DÉPENSES			$ 942.75

AUTHORIZED ALLOWANCES - INDEMNITÉS AUTORISÉES

PRIVATE VEHICLE ALLOWANCE / INDEMNITÉ-VÉHICULE PARTICULIER				
PREVIOUSLY CLAIMED THIS FISCAL YEAR / DÉJÀ RÉCLAMÉ PRÉSENT EXERCICE				
THIS CLAIM / INDEMNITÉ DEMANDÉE				

	COMPREHENSIVE ALLOWANCE (Accommodation, meals and incidential expenses) / INDEMNITÉ GLOBALE (Logement, Repas et frais divers)	COMPOSITE ALLOWANCE (Meals and incidental expenses for full calendar days only)	INDEMNITÉ DÉTAILLÉE (Repas et frais divers pour les jours de calendrier complets seulement)	
OR-OU — RATE / TAUX	days @ jours	days @ jours	days @ jours	$ 0.00
PARTIAL COMPOSITE ALLOWANCES / INDEMNITÉ DÉTAILLÉE PARTIELLE — MEALS / REPAS	5 Breakfasts / Petits déjeuners @ $ 16.80	5 Lunches / Déjeuners @ $ 17.00	5 Dinners / Dîners @ $ 45.00	$ 394.00
INCIDENTAL EXPENSES / FRAIS DIVERS	6 days @ jours $ 17.30	days @ jours	days @ jours	$ 103.80
OTHER ALLOWANCES (Specify) / AUTRES INDEMNITES (Précisez lesquelles)				

EXPENSES NOT INCLUDED ABOVE - DÉPENSES AUTRES QUE CI-DESSUS

		Vr. No. - P. N°	
(3) Vehicle Rental / Location de véhicule			
(4) Public Transportation / Transport en commun			
(5) Accommodation / Logement			
(6) Meals / Repas			
(7) All Other Expenses (Specify) / Autres (précisez)			

I certify that the amounts included in this claim were incurred on authorized government business travel. / Je certifie que les montants faisant l'objet de la présente réclamation constituent des dépenses entraînées par des voyages pour affaires officielles.

Signature (Claimant - Demandeur) — Date Y-A M D-J

Certified pursuant to section 34 of the Financial Administration Act / Certifié en vertu de l'article 34 de la Loi sur la gestion des finances publiques

Y-A M D-J: 11 MAI 2016 — Date

Signature — Date Y-A M D-J

Total Expenses	Total des dépenses	$ 3,510.55
Less Total 1 and 2 Above	Moins le total des paragraphes 1 et 2	$ 3,012.75
Total Claimed	Total Demandé	$ 497.80
Less Advance	Moins L'avance	
Amount due Receiver General of Canada	Total dû au Receveur général du Canada	
AMOUNT DUE CLAIMANT	TOTAL DÛ AU REQUÉRANT	$ 497.80

Type Particulars - Details: 3

PAYMENT RECORD - ENREGISTREMENT DU PAIEMENT

Type 7	2 Sub Type	5 P.R.I. CIDP	8 Amount - Montant	14 Requisition No. / N° de la demande	15 Supplier Indicator / Indicateur du fournisseur	17 Due Date / Date d'échéance Y-A M D-J
	80		497.80		0	

Type 4 — ACCOUNTING INFORMATION - RENSEIGNEMENTS DE LA COMPTABILITÉ

2 Sub Type	3 Dept. Ref. No. / N° de réf. min.	5 Coding - Codage	6 Amount - Montant	CR-CT
	300259005-04	1524-11050-4010		
	7 Description		8 Fin. Encumbrance No. / N° de la charge financière	
2	3	5	6	
	7		8	
2	3	5	6	
	7		8	

Dept. Pre-Audit and Account Verification. / Vérification de la comptabilité au niveau du ministère — Signature

Verified correct - Vérifié conforme — Signature

TOTAL ▶

Requisitioned for payment pursuant to section 33 of the Financial Administration Act and Certified in accordance with section 7 of the Payment Requisitioning Regulations / Demandé pour paiement conformément à l'article 33 de la Loi sur la gestion des finances publiques, et certifié aux termes de l'article 7 du Règlement sur les réquisitions de paiements. — Signature

Services Officer - Agent des services — Signature

20 Cheque No. - N° de chèque — 21 Date Y-A M D-J

GC 73 (2014/03) 7540-21-910-7366

Record of Travel Expenses

Personal Record Identifier Vendor	Travel Number ANH154061
Name 300259005	
Hon. Jody Wilson Raybould	

s.19(1)

DATE	ARRIVAL TIME-DEPARTURE	DETAILS	DISTANCE Miles/KM	PREPAID Transportation	PREPAID Other	OUT OF POCKET Transportation	OUT OF POCKET Accommodation	OUT OF POCKET Meals	OUT OF POCKET Other
2016-04-03	13:25	Flight - Vac-Ott		2,037.45					
		Flight Fees		32.55					
		Inc.							17.30
2016-04-04		Breakfast, Lunch, Dinner & Inc.						78.80	17.30
2016-04-05		Breakfast, Lunch, Dinner & Inc.						78.80	17.30
2016-04-06		Breakfast, Lunch, Dinner & Inc.						78.80	17.30
2016-04-07		Breakfast, Lunch, Dinner & Inc.						78.80	17.30
2016-04-08		Breakfast, Lunch, Dinner & Inc.						78.80	17.30
		Hotel			942.75				
			TOTAL	2,070.00	942.75	0.00	0.00	394.00	103.80

		Exchange Rate	
Breakfast	16.80		0.00
Lunch	17.00		0.00
Dinner	45.00		0.00
	78.80		0.00
Inc.	17.30		0.00

s.19(1)

Travel Expenses

RECEIVED
FEB 0 5 2016

Traveler's Name Jody Wilson - Raybould.
Trip Purpose Core mandate - meetings.
Destination Ottawa
Departure date April 3, 2016
Return date NA -

Departure time (from home/work)
Are meals provided on flight/train Yes / No

Multiple destination details
Are meals provided on flight/train Yes / No

Arrival time (end of travel status)
Are meals provided on flight/train Yes / No

Allocation - Claimed Meals & Incidental

→ No served on flight.

DATE	BREAKFAST	LUNCH	DINNER	INCIDENTALS
April 3, 2016 S.			✗	✓
April 4, 2016 M.	✓	✓	✓	✓
April 5, 2016 T.	✓	✓	✓	✓
April 6, 2016 W.	✓	✓	✓	✓
April 7, 2016 Th.	✓	✓	✓	✓
April 8, 2016 F.	✓	✓	✓	✓

Additional comments

Last trip - now has secondary residence

PLEASE ATTACH RECEIPTS	Provided	Prepaid Expenses
Flight/Train		✓
Accommodation		✓
Taxis		
Other		

Administrative Verifications	
Meals on Hotel	No
Other exp. on Hotel	/
Sec. 32 > Sec.34	/

Completed by: [redacted]
Date: April 18, 2016.

STS✱SVP
Shared Travel Services
Services de voyage partagés

HRG

s.18(a)
s.19(1)

E-Ticket Itinerary Receipt and Invoice

29 March 2016

THANK YOU FOR BOOKING WITH THE HOGG ROBINSON GROUP (HRG) GOVERNMENT OF CANADA TRAVEL SERVICES. THIS DOCUMENTATION CONFIRMS YOUR TRAVEL ARRANGEMENTS.

THE INFORMATION CONTAINED IN THIS DOCUMENT IS PROVIDED BY HRG NORTH AMERICA VIA TRAVELPORT AND OTHER THIRD-PARTY VENDORS. AS SUCH, SOME CONTENT IS AVAILABLE IN ENGLISH ONLY.

PLEASE REVIEW TO ENSURE THAT ALL INFORMATION IS CORRECT.

TRAVELLERS ARE RESPONSIBLE FOR VERIFYING THEIR TRAVEL DOCUMENTS UPON RECEIPT.

ACCEPTANCE OF YOUR ITINERARY CONSTITUTES AGREEMENT WITH ITS CONTENTS.

ANY DISCREPANCY MUST BE REPORTED TO HRG NORTH AMERICA PRIOR TO 8PM EST THE SAME BUSINESS DAY.

HRG WILL NOT INCREASE THE PRICE AFTER TICKET ISSUANCE.

Itinerary details

Trip locator:	JDQH62
Traveller:	Ms JODY WILSONRAYBOULD

Account references

VIP :	VIP
Traveller Category :	Non Public Servants
Travel Directive Module :	M2 - Outside Headquarters - No overnight
THCEE Trip Category :	Core Mandate
Trip Purpose :	Core Mandate - Meetings
TAN :	ANH154061
Fiscal Year :	2015-2016
Rationale for not using virtual presence :	Personal attendance required

Itinerary summary

Traffic	Date	From-to/location	Supplier	Times	Class/room	Status
✈	03 Apr 2016	YVR - YYZ	AC1136	13:25-20:49	Business	Booked
✈	03 Apr 2016	YYZ - YOW	AC470	22:30-23:33	Business	Booked

Frequent flyer cards:

E-ticket 1

Invoice number:	29321
Traveller name:	WILSONRAYBOULD/J
Ticket number:	0141613216333
Route:	Vancouver Intl Airport, Vancouver - Pearson International, Toronto - Ottawa Intl Airport, Ottawa
Fare amount:	1909.00 CAD
Taxes:	7.12 CA / 96.81 XG / 24.52 XT
Ticket amount:	2037.45 CAD
Issuing agency:	67524192
Date of Issue:	29 March 2016
Form of payment:	
Endorsements:	GOC-ACJV

Air Canada
Flight # AC1136

Booking reference: NWYTXZ
Status: Booked

Departing:	Vancouver Intl Airport, Vancouver, Canada (YVR), Terminal M
Date/time:	03 April 2016, 13:25
Arriving:	Pearson International, Toronto, Canada (YYZ), Terminal 1
Date/time:	03 April 2016, 20:49
Duration:	4h24m
Aircraft:	Boeing 777-300ER Widebody Jet
Cabin class:	Business (Z)
Baggage allowance:	2PC

Add to calendar

8D.

Air Canada
Flight # AC470

Booking reference: NWYTXZ
Status: Booked

Departing:	Pearson International, Toronto, Canada (YYZ), Terminal 1
Date/time:	03 April 2016, 22:30
Arriving:	Ottawa Intl Airport, Ottawa, Canada (YOW)
Date/time:	03 April 2016, 23:33
Duration:	1h3m
Aircraft:	Airbus A321 Narrowbody Jet
Cabin class:	Business (Z)
Baggage allowance:	2PC

Add to calendar

3F.

Fare details

Fare accepted:	1909.00 CAD
Taxes and fees:	7.12 CA / 24.00 SQ / 0.52 RC / 96.81 XG
Total amount:	2037.45 CAD
Fare routing:	YVR - YYZ YYZ - YOW

Service Fees

Fee 1 Base:	31.00 CAD
Fee 1 Taxes:	1.55 CAD GST
Fee 1 Total:	32.55 CAD ✓

GENERAL INFORMATION
CREDIT REQUEST ? PLEASE NOTE THAT HRG WAS UNABLE
TO APPLY THE CREDIT REQUESTED DUE TO?
THE FARE RULES OF THE CARRIER BOOKED DO NOT
PERMIT EXCHANGES FOR THIS ITINERARY.

GST REGISTRATION NO. R136445095 QST REGISTRATION NO. TVQ M1015857826

GST is represented by tax code XG; HST is represented by tax code RC; QST is represented by tax code XQ.

FOR ASSISTANCE OR IN TRANSIT EMERGENCY SERVICE PLEASE CONTACT HRG ANYTIME AT 1-866-857-3578 WITHIN NORTH AMERICA OR FROM OUTSIDE CANADA / USA; CALL COLLECT AT 1-613-822-3873.

FOR CREDIT CARD SUPPORT DUE TO LOST OR STOLEN CARDS PLEASE USE PHONE NUMBER ABOVE; SELECT OPTION 4 IMPORTANT; THE NAME ON THE IDENTIFICATION MUST MATCH THE NAME ON THE RESERVATION; BOARDING PASS.

FOR FLIGHTS WITHIN CANADA ALL PASSENGERS MUST PRESENT ONE PIECE OF VALID GOVERNMENT ISSUED PHOTO IDENTIFICATION THAT INCLUDES NAME / DATE OF BIRTH AND GENDER.

FOR FLIGHTS TO/FROM THE UNITED STATES ALL PASSENGERS ARE REQUIRED TO PRESENT A VALID PASSPORT.

CITIZENS OF COUNTRIES OTHER THAN CANADA AND THE UNITED STATES SHOULD CONTACT THEIR CONSULATE OR EMBASSY FOR BOARDING REQUIREMENTS OR CONSULT HRG GOVERNMENT TRAVEL SERVICE.

PROOF OF ONWARD OR RETURN TRAVEL MAY BE REQUIRED AT CHECK-IN.

PASSPORT AND VISA REQUIREMENTS:

PLEASE ENSURE PASSPORT IS VALID FOR 6 MONTHS BEYOND EXPECTED RETURN DATE.

ALL CHILDREN REGARDLESS OF AGE MUST HAVE THEIR OWN PASSPORT

s.19(1)

Sheraton Ottawa Hotel
150 Albert Street
Ottawa, ON K1P 5G2
Canada
Tel: 613-238-1500 Fax: 613-235 2723

Sheraton
HOTELS & RESORTS

Jody Wilson

Page Number	:	1
Guest Number	:	814287
Folio ID	:	B
No. Of Guest	:	2
Room Number	:	1702
Club Account	:	
Arrive Date	:	03-APR-16 01:37
Depart Date	:	08-APR-16 16:34

Tax ID : 122417470
Sheraton Ottawa 14-APR-16 10:34

Date	Reference	Description	Charges (CAD)	Credits (CAD)
03-APR-16	RT1516	Room	162.00	
03-APR-16	RT1516	Room HST 13%	21.06	
03-APR-16	RT1516	DMF 3%	4.86	
03-APR-16	RT1516	DMF HST 13%	0.63	
04-APR-16	RT1702	Room	162.00	
04-APR-16	RT1702	Room HST 13%	21.06	
04-APR-16	RT1702	DMF 3%	4.86	
04-APR-16	RT1702	DMF HST 13%	0.63	
05-APR-16	MC	MasterCard		-942.75
05-APR-16	RT1702	Room	162.00	
05-APR-16	RT1702	Room HST 13%	21.06	
05-APR-16	RT1702	DMF 3%	4.86	
05-APR-16	RT1702	DMF HST 13%	0.63	
06-APR-16	RT1702	Room	162.00	
06-APR-16	RT1702	Room HST 13%	21.06	
06-APR-16	RT1702	DMF 3%	4.86	
06-APR-16	RT1702	DMF HST 13%	0.63	
07-APR-16	RT1702	Room	162.00	
07-APR-16	RT1702	Room HST 13%	21.06	
07-APR-16	RT1702	DMF 3%	4.86	
07-APR-16	RT1702	DMF HST 13%	0.63	
		** Total	942.75	-942.75
		*** Balance	-0.00	

Continued on the next page

s.19(1)

Sheraton Ottawa Hotel
150 Albert Street
Ottawa, ON K1P 5G2
Canada
Tel: 613-238-1500 Fax: 613-235 2723

Sheraton
HOTELS & RESORTS

Jody Wilson

Page Number	:	2	
Guest Number	:	814287	
Folio ID	:	B	
No. Of Guest	:	2	
Room Number	:	1702	
Club Account	:		
Arrive Date	:	03-APR-16	01:37
Depart Date	:	08-APR-16	16:34

Summary of HST for your stay:	Amount (CAD)
HST for Room Revenue:	105.30
HST for Food and Beverage:	0.00
HST for Telephone:	0.00
HST for Other:	3.15
HST for entire stay:	108.45

Tell us about your stay. www.sheraton.com/reviews

Department of Justice Canada | Ministère de la Justice Canada

PAYMENT VOUCHER | **BORDEREAU DE PAIEMENT**

Scanned Documents / Documents numérisés ☐
Final Payment / Paiement Final ☐
Original document kept in legal file / Document original conservé dans le dossier ☒

Region - Région: NCR
Organization - Organisation: Minister's Office
Payee name - Nom du bénéficiaire : BMO
Address - Adresse :

Vendor code - Code fournisseur : s.19(1)

118096

Date goods received or services rendered - Date de réception des produits ou services:
Date invoice received / Date de réception de la facture: Apr. 6, 2016

CHEQUE STUB INFORMATION - INFORMATION SUR LE TALON DU CHÈQUE

Invoice number Numéro de la facture	Details Détails	Amount Montant
04/05/2016	5215350000707553 - D. Vaillancourt	4274.02

ACCOUNTING INFORMATION *(FOR ADDITIONAL LINES SEE PAGE 2)* - RENSEIGNEMENTS DE LA COMPTABILITÉ *(POUR DES LIGNES SUPPLÉMENTAIRES - VOIR PAGE 2)*

	GL Account Compte général	Net Amount Montant net	HST/GST TVH/TPS	QST/ TVQ	Cost center Centre de coût	Fund Fonds	Functional Area Domaine Fonctionnel	Order Ordre	Assignment Affectation	Description	Commitment PO Engagement Bon de commande	Line Item L. d'item
1	1524	101.25	9.75		11050	15	4010			Limo Services March 2016	300258425	01
2	1514	2,420.00	214.60		11050	15	4010			Airport Agreement	300257999	01
3	1524	~~1,259.78~~ 1116.01	143.77		11050	15	4010			Sheraton Mar. 18-25 2016 Minister	400074626	01

Sub-Total ~~$ 3,781.03~~ 3637.26 | ~~$ 224.35~~ 368.12 | $ 0.00
Sub-Total Tax Amount ~~$ 224.35~~
TOTAL $ 4,005.38

The following boxes must be check by the verifier - Les cases suivantes doivent être cochée par le vérificateur

☐ Services Rendered/Goods Supplied Services rendus/marchandises livrées
☐ Contract Terms Met Rencontre les Termes du contrat
☐ Supporting documentation Documentation à l'appui

Account Verified - Name / Compte Vérifié - Nom	Signature	Date Y-A M D-J
Prepared by - Name / Préparé par - Nom J. Landry	Date 2016 04 05	G/R:

CERTIFIED PURSUANT TO SECTION 34 OF THE *FINANCIAL ADMINISTRATION ACT* - CERTIFIÉ EN VERTU DE L'ARTICLE 34 DE *LA LOI SUR LES FINANCES PUBLIQUES*

Name - Nom	Signature	Date Y-A M D-J

JUS 396-4 (2014/01)

uc 6/4/2016

BMO Financial Group

s.18(a)

Statement

Account Name:	VAILLANCOURT, DANIELLE	**Card Number:**	
Company Name:	JUS/JUS	**Account Limit:**	$ 25,000.00
TIN:	D698257		
Statement Date (MM/DD/YYYY):	04/05/2016	**Currency:**	CANADIAN DOLLAR
Payment Due Date (MM/DD/YYYY):	05/02/2016	**Past Due Balance:**	$ 206.30
		Balance Due:	$ 4,274.02

Our records indicate that your account remains past due. If you have recently submitted a payment we thank you.

Statement Summary:

Previous Balance:	$ 206.30
Payments:	$ 0.00
Adjustments:	$ 0.00
Net Purchases:	$ 4,067.72
Cash Advance:	$ 0.00
Fees:	$ 0.00
Other Charges:	$ 0.00
Current Balance:	$ 4,274.02

Interest Charges and rates:

Item	Purchase/Other	Cash Advances
Interest charges on this statement ($)	$ 0.00	$ 0.00
Annual interest rate next period (%)	0.00000 %	0.00000 %
Daily interest rate next period (%)	0.00000 %	0.00000 %

Transaction Summary:

Trans Date	Posting Date Trans ID	Description GL/Customer Code	Pre-Tax Amount Auth #	Total Tax TAN	Trans Amount TIN
03/06	03/07 41220	LIMOBUS	$ 111.00 224415	$ 0.00	$ 111.00 D698257
03/25	03/28 11605	SHERATON Check In Date 03/18/2016 Check Out Date 03/25/2016 Number of Nights 0 Billing Adjustment U	$ 1,259.78 153524	$ 0.00	$ 1,259.78 D698257
03/29	03/30 82046	OTTAWA INTERNATIONAL A	$ 2,440.80 150937	$ 0.00	$ 2,440.80 D698257

Sheridan, Kathleen (DMO)

From:	6581404 Canada Inc. <info@clmgroup.net>
Sent:	April-08-16 10:33 AM
To:	Sheridan, Kathleen (DMO)
Subject:	Reservation Receipt# 23982 For Jody Wilson Raybould [03/06/2016-09:16 PM]

6581404 Canada Inc.

2515 Bank St. P.O.Box 40173 Ottawa, ON K1V 0W8
CA
Tel: (866) 717-3777 Fax: (613) 821-0005
Email: info@clmgroup.net
HST 852634328

Reservation Receipt

Date of Receipt: 04/08/2016
Account # N/A

BILL TO Kathleen Sheridan

CONF #	DATE & TIME(S)	DESCRIPTION	CHARGES & CREDITS	
23982	03/06/2016 **PU Time:** 09:16 PM **DO Time:** N/A **In-Car Time:** N/A	**Passenger:** Jody Wilson Raybould **PU:** 09:16 PM : YOW - Ottawa Int'l Airport / AC - Air Canada - AC , From/To: Toronto, Flt# 466 **DO:** -- : Sheraton Hotel Albert St. Ottawa, ON **Booked By:** Kathleen Sheridan **Vehicle Type:** SED **Driver:**	Flat Rate Std Grat (15.00%) Airport Pickup Fee HST (13.00%)	 9.75
			Reservation Total	111.00
			Payment (MC **7553)	-111.00
			Total Due	0.00

PAYMENT METHOD	PAYMENT TERMS	PAYMENT STATUS	TRANS ID/REF #
	N/A	Paid	N/A

THANK YOU FOR YOUR BUSINESS!

* Pre-authorized transaction amounts are not subtracted from total due until after they are fully captured.

s.18(a)

BMO Financial Group

PAYMENT INFORMATION:

You can mail your payment to:

BMO MasterCard - Payment Centre
P.O. Box 6044, Station Centre-Ville,
Montreal, QC H3C 3X2

You may send your payment via overnight mail to:

BMO MasterCard - Payment Centre
800 Rue de la Gauchetiere O, Suite 5600
Montreal, QC H5A 1K8
Transit # 3780

A fee will be assessed against returned cheques.

Lost or Stolen Card:

If you would like to report a lost or stolen card or need emergency card services:

From Canada or the Continental U.S. (Alaska, Hawaii, Puerto Rico and the Virgin Islands), call Toll Free 1-866-857-3578

From elsewhere, call collect 613-822-3873

Customer Service:

Service Representatives are available to assist you 24 hours a day, seven days a week. Please have account number information ready.

Local:	Call 613-822-3873
Toll-free:	Call 1-866-857-3578
Outside Canada & USA:	Call collect 613-822-3873

If you are paying by mail:

- Write your MasterCard number on your cheque or money order
- Do not staple your cheque or money order to this payment slip
- Do not send cash through the mail
- Return the payment slip with your payment

You have many convenient ways to pay:

- Pre-Authorized Debit
- Telephone
- Internet
- By Mail
- In Person

- -

BMO Financial Group

P.O. BOX 187, STATION F
TORONTO, ON M4Y 2L5

Account Number:	
Total Due:	$4,274.02
Payment Due Date:	May. 2, 2016

Amount you're paying ($):

VAILLANCOURT, DANIELLE

IMPORTANT PAYMENT INFORMATION:
If you're paying by mail, please make your cheque or money order payable to: BMO Bank of Montreal. Mail your payment to: BMO MasterCard Payment Centre, P.O. Box 6044, Station Centre-Ville, Montreal, QC H3C 3X2

000427402 00427402

International Airport Authority | Administration de l'aéroport international
Ottawa
1000 Airport Parkway Private | 1000 privé Airport Parkway
Suite 2500 | bureau 2500
Ottawa, ON CANADA K1V 9B4
Payment Inquiries | Renseignements sur les paiements: ar@yow.ca or 613-248-2000 x 1132
Billing Inquiries | Renseignements sur la facturation : billing@yow.ca or 613-248-2000 x 1131

INVOICE FACTURE

s.20(1)(c)

Department of Justice (Headquarters)
Joelle Landry, Administrative Services
284 Wellington Street
Ottawa, ON, K1A 0H8
Canada

Date: 2016/03/24
Invoice | Facture: RE00011330
Client: 102208
Vendor ID:

Description : GTG246 Limo Licence - Gov't

		From | Du	To | Au	Amount Montant
1	Annual Licence Fee for Government Transportation Service	2016/04/01	2017/03/31	
2	Vehicle Registration Fee	2016/04/01	2017/03/31	

GTG246 Subtotal | Sous-total **$2,160.00**

Invoice Subtotal | Sous-total **$2,160.00**
HST / TVH **$280.80**

Payable in Canadian Funds or US Equivalent
Payable en devises canadiennes ou l'équivalent en dollars américains **$2,440.80**

PAID MAR. 29. 2016

HST / TVH: 89856 9942RT
Terms: Net 30 days. After 30 days from invoice date, interest will be charged at 18% per annum (1.5% per month).
Termes: Net 30 jours. Au-delà des 30 jours suivant la date de facturation, l'intérêt sera calculée à 18% par année (1,5% par mois).

Return this portion with your payment | Retournez cette partie avec votre paiement

Please make cheque payable to: **Ottawa Macdonald-Cartier International Airport Authority**
Libellez votre chèque à l'ordre de : **Administration de l'aéroport international Macdonald-Cartier d'Ottawa**
and mail to: 1000 Airport Parkway Private | 1000 privé Airport Parkway
et l'expédier à: Suite 2500 | bureau 2500
Ottawa, ON CANADA K1V 9B4

Date: 2016/03/24
Invoice | Facture: RE00011330
Client: 102208
Name | Nom: Department of Justice (Headquarters)

Credit card payments | Paiement par carte de crédit :
Fax | Téléc : 613-248-2067 Tel | Tél : 613-248-2000 x 1132
Visa ___ MasterCard ___ American Express ___ Expiry date: Date d'expiration : ______
Name | Nom : ______
Card # | No. de la carte : ______
Signature: ______

Wire transfer: Please contact us to receive bank information.
Virement télégraphique : Veuillez nous contacter pour recevoir nos coordonnées bancaires.

Amount Due | Montant dû : $2,440.80
Due Date | Date dûe : 2016/04/23

Amount Remitted: Montant remis :

s.18(a)

OTTAWA INTERNATIONAL AIRPORT A
1000 AIRPORT PARKWAY PVT
OTTAWA, ON

Term ID: 05210043

Purchase

MASTERCARD Entry Method: M
Clerk ID: 007

Total: $ 2,440.80

2016/03/29 15:09:36
Seq #: 0010013330
Appr Code: 150937
Resp Code: 01/027

APPROVED
Thank You

Customer Copy

- IMPORTANT -
retain this copy for your records

X________________________________

Merchant Copy

- IMPORTANT -
retain this copy for your records

lo
landry@justice.gc.ca

s.19(1)

Sheraton Ottawa Hotel
150 Albert Street
Ottawa, ON K1P 5G2
Canada
Tel: 613-238-1500 Fax: 613-235 2723

Sheraton HOTELS & RESORTS

Jody Wilson

Quathiaski Cove, BC

Page Number	:	1
Guest Number	:	810795
Folio ID	:	A
No. Of Guest	:	2
Room Number	:	1703
Club Account	:	
Arrive Date	:	18-MAR-16 17:46
Depart Date	:	24-MAR-16 15:12

Tax ID : 122417470

Sheraton Ottawa 06-APR-16 13:49

Date	Reference	Description	Charges (CAD)	Credits (CAD)
18-MAR-16	RT1703	Room	162.00	
18-MAR-16	RT1703	Room HST 13%	21.06	
18-MAR-16	RT1703	DMF 3%	4.86	
18-MAR-16	RT1703	DMF HST 13%	0.63	
19-MAR-16	4474	Room Service	54.07	
19-MAR-16	RT1703	Room	162.00	
19-MAR-16	RT1703	Room HST 13%	21.06	
19-MAR-16	RT1703	DMF 3%	4.86	
19-MAR-16	RT1703	DMF HST 13%	0.63	
20-MAR-16	RT1703	Room	162.00	
20-MAR-16	RT1703	Room HST 13%	21.06	
20-MAR-16	RT1703	DMF 3%	4.86	
20-MAR-16	RT1703	DMF HST 13%	0.63	
21-MAR-16	4636			
21-MAR-16	RT1703	Room	162.00	
21-MAR-16	RT1703	Room HST 13%	21.06	
21-MAR-16	RT1703	DMF 3%	4.86	
21-MAR-16	RT1703	DMF HST 13%	0.63	
22-MAR-16	RT1703	Room	162.00	
22-MAR-16	RT1703	Room HST 13%	21.06	
22-MAR-16	RT1703	DMF 3%	4.86	
22-MAR-16	RT1703	DMF HST 13%	0.63	
23-MAR-16	RT1703	Room	162.00	
23-MAR-16	RT1703	Room HST 13%	21.06	
23-MAR-16	RT1703	DMF 3%	4.86	
23-MAR-16	RT1703	DMF HST 13%	0.63	
24-MAR-16	MC	MasterCard		-1259.78
		** Total	1259.78	-1259.78
		*** Balance	-0.00	

0· C
1,259·780 +
143·770 −
1,116·010 *
0· C
1,259·780 +
74·410 −
1,185·370 *

to be deducted from claim

Prepaid

Continued on the next page

s.19(1)

Department of Justice Canada | Ministère de la Justice Canada

Initiation and Commitment Expenditure Request
Demande d'initiation et d'engagement de dépense

FISCAL YEAR / EXERCICE FINANCIER	2015-2016

☒ ORIGINAL ☐ CLOSE/FERMER ☐ AMEND/MODIFICATION ☐ RE-OPEN/RE-OUVERTURE

1 BRANCH, SECTION / DIRECTION GÉNÉRALE, SECTION: Business Centre

VENDOR NO. / N° DE FOURNISSEUR:

2 Name of Card Holder (if applicable) / Nom du titulaire d'une carte d'acquisition (si applicable):

3 ACCOUNTING INFORMATION / INFORMATION COMPTABLE

Original Financial Commitment description - Description d'engagement de fonds originale

Trans. Type / Type de Trans.	GL ACCOUNT / COMPTE GL	COST CENTER / CENTRE DE COÛTS	FUND / FONDS	FUNCTIONAL AREA / DOMAINE FONCTIONNEL	ORDER NO. / N° DE COMMANDE	COMMITMENT AMOUNT / MONTANT D'ENGAGEMENT	TAX AMOUNT / MONTANT DE LA TAXE	TOTAL AMOUNT / MONTANT TOTAL	COMMITMENT NO. / N° D' ENGAGEMENT	LINE NO.	DESCRIPTION (text)
EI	1514	11050	15	4010		$ 2,420.00	$ 314.60	$ 2,734.60			Annual License Ottawa Airport Access
								$ 0.00			
								$ 0.00			
								$ 0.00			
								$ 0.00			
								$ 0.00			
Amended Financial Commitment Description - Description de l'Amendement à l'Engagement de Fonds											
								$ 0.00			
								$ 0.00			
								$ 0.00			
								$ 0.00			
								$ 0.00			
								$ 0.00			
								$ 0.00			
								$ 0.00			

5 Prepared by / Préparé par

Name (Print) / Nom (lettre moulée) : Joëlle Landry

Signature :

Date : 2016-03-11

6 Certified pursuant to Section 32(1) of the Financial Administration Act and authorized under the Expenditure Initiation. I authorize the use of the acquisition card for this purchase.

Certified pursuant to Sec[redacted]tion Act and authorized under the Expenditure Initiation. I authorize the [redacted]rchase.

Name of manager / Nom du gestionnaire: [redacted]

Signature :

Date :

JUS 817 (2014/11)

Department of Justice Canada | Ministère de la Justice Canada

PAYMENT VOUCHER — BORDEREAU DE PAIEMENT

Scanned Documents / Documents numérisés ☐
Final Payment / Paiement Final ☐
Original document kept in legal file / Document original conservé dans le dossier ☐

Region - Région: NCR

Organization - Organisation: DEPUTY MINISTER'S OFFICE

Vendor code - Code fournisseur : 134710

Payee name - Nom du bénéficiaire : ARI Financial Services Inc

Address - Adresse :

Processed in IFMS Doc# [illegible]

Date goods received or services rendered - Date de réception des produits ou services:

Date invoice received / Date de réception de la facture: April 8, 2016

CHEQUE STUB INFORMATION - INFORMATION SUR LE TALON DU CHÈQUE

Invoice number Numéro de la facture	Details Détails	Amount Montant
MDTKJR	Deputy Minister's Vehicle and Minister's Vehicle - Gasoline and Maintenance	449.57

ACCOUNTING INFORMATION *(FOR ADDITIONAL LINES SEE PAGE 2)* - RENSEIGNEMENTS DE LA COMPTABILITÉ *(POUR DES LIGNES SUPPLÉMENTAIRES - VOIR PAGE 2)*

	GL Account Compte général	Net Amount Montant net	HST/GST TVH/TPS	QST/ TVQ	Cost center Centre de coût	Fund Fonds	Functional Area Domaine Fonctionnel	Order Ordre	Assignment Affectation	Description	Commitment PO Engagement Bon de commande	Line Item L. d'item
1	4503	279.62	24.50	14.78	12000	15	4010			Gasoline	300250071	1
2	4503	6.40	0.83		12000	15	4010			Card Program Fee	300250071	2
3	4620	4.70	0.24	0.47	12000	15	4010			Repair & Maintenance	300250071	3
Sub-Total		$ 395.17	$ 39.15	$ 15.25								
Sub-Total Tax Amount			$ 54.40									
TOTAL		$ 449.57										

The following boxes must be check by the verifier - Les cases suivantes doivent être cochée par le vérificateur

☐ Services Rendered/Goods Supplied / Services rendus/marchandises livrées
☐ Contract Terms Met / Rencontre les Termes du contrat
☐ Supporting documentation / Documentation à l'appui

Account Verified - Name / Compte Vérifié - Nom | Signature | Date Y-A M D-J

Prepared by - Name / Préparé par - Nom: Sylvie Crispin | Date Y-A 2016 M 04 D-J 08 | G/R :

CERTIFIED PURSUANT TO SECTION 34 OF THE *FINANCIAL ADMINISTRATION ACT* - CERTIFIÉ EN VERTU DE L'ARTICLE 34 DE *LA LOI SUR LES FINANCES PUBLIQUES*

Name - Nom: Stéphanie Poliquin - Chief of Staff - DMO | Signature: Stéphanie P | Date Y-A 2016 M 04 D-J 08

JUS 396-4 (2014/01)

ORIGINAL

ARI FINANCIAL SERVICES INC.
SERVICES FINANCIERS ARI INC.
1270 CENTRAL PARKWAY WEST
SUITE 600
MISSISSAUGA, ONTARIO L5C4P4

Automotive Resources International

TEL: (905) 803-8000
TOLL FREE / SANS FRAIS (800) 361-5882
FAX / TELECOPIEUR: (905) 803-8644

MISC. INVOICE / FACTURE D'ENTRETIEN

GST REG / TPS NO: #136025582RT
QST REG / TVQ NO: #1015619615

CLIENT CODE / NO DE CLIENT:	4G21-17	INVOICE NO / NO DE FACTURE:	MDTKJR
DUE DATE / DATE D'ECHEANCE:	04/30/16	INVOICE DATE / DATE DE LA FACTURE:	03/26/16

RECEIVED APR - 8 2016

UNIT / UNITE	ITEM / ARTICLE	DATE	DESCRIPTION		AMOUNT / MONTANT
005 -339226	HST -CANADIAN TAX ACCT/	04/01/2016	JE- 2198673 HST CHG ON MTHLY SVC		.83
005 -339226	TMS&FUEL - SGT ESSENCE SPEC/	04/01/2016	JE- 2198673 MTHLY TMS - SGT CHRG		6.40
	GST= SUB-TOT=	6.40			
	HST= .83			SUB-TOTAL	7.23
005 -339226	GASOLINE/ESSENCE TYPE: UNLEAD	02/01/2016	PR: ON VEND: MACEWEN REF#: 063742	CC#: 60800005791	35.40
005 -339226	HST -CANADIAN TAX ACCT/	02/01/2016	HST- FUEL	CC#: 60800005791	4.60
005 -339226	GASOLINE/ESSENCE TYPE: UNLEAD	02/18/2016	PR: ON VEND: PETRO CA REF#: 00271178	CC#: 60800005791	46.73
005 -339226	HST -CANADIAN TAX ACCT/	02/18/2016	HST- FUEL	CC#: 60800005791	6.07
005 -339226	ETHANOL/ETHANOL TYPE: ETHANOL	02/23/2016	PR: PQ VEND: IMPERIAL REF#: HEJD4762	CC#: 60800005791	37.33
005 -339226	GST CHARGEBACKS/TPS	02/23/2016	GST- FUEL	CC#: 60800005791	1.87
005 -339226	QST/TAXE QC REMBOURSABLE	02/23/2016	QST- FUEL	CC#: 60800005791	3.72
005 -339226	GASOLINE/ESSENCE TYPE: UNLEAD	02/25/2016	PR: PQ VEND: CST CANA REF#: 26753	CC#: 60800005791	37.10
005 -339226	MISC SERVICE/SERVICE DIVERS	02/25/2016	PR: PQ VEND: CST CANA REF#: 26753	CC#: 60800005791	4.70
005 -339226	GST CHARGEBACKS/TPS	02/25/2016	GST- FUEL	CC#: 60800005791	1.86
005 -339226	GST CHARGEBACKS/TPS	02/25/2016	GST- MAINT	CC#: 60800005791	.24
005 -339226	QST/TAXE QC REMBOURSABLE	02/25/2016	QST- FUEL	CC#: 60800005791	3.70
005 -339226	QST/TAXE QC REMBOURSABLE	02/25/2016	QST- MAINT	CC#: 60800005791	.47
005 -339226	GASOLINE/ESSENCE TYPE: UNLEAD	03/06/2016	PR: PQ VEND: SHELL CA REF#: 2056020893	CC#: 60800005791	31.93
005 -339226	GST CHARGEBACKS/TPS	03/06/2016	GST- FUEL	CC#: 60800005791	1.60
005 -339226	QST/TAXE QC REMBOURSABLE	03/06/2016	QST- FUEL	CC#: 60800005791	3.19
005 -339226	GASOLINE/ESSENCE TYPE: UNLEAD	03/10/2016	PR: PQ VEND: CST CANA REF#: 36971	CC#: 60800005791	41.84
005 -339226	GST CHARGEBACKS/TPS	03/10/2016	GST- FUEL	CC#: 60800005791	2.09
005 -339226	QST/TAXE QC REMBOURSABLE	03/10/2016	QST- FUEL	CC#: 60800005791	4.17
005 -339226	GASOLINE/ESSENCE TYPE: UNLEAD	03/15/2016	PR: ON VEND: PETRO CA REF#: 00238013	CC#: 60800005791	49.29
005 -339226	HST -CANADIAN TAX ACCT/	03/15/2016	HST- FUEL	CC#: 60800005791	6.41
	GST= 7.66 SUB-TOT=	284.32			
	HST= 17.08			MAINT/ENTRETIEN .47	
QST/TVQ: TOTAL: 15.25	FUEL/ESSENCE:	14.78	DIESEL:	SUB-TOTAL	324.31
	GST= 7.66 SUB-TOT=	290.72			
	HST= 17.91			MAINT/ENTRETIEN .47	
QST/TVQ: TOTAL: 15.25	FUEL/ESSENCE:	14.78	DIESEL:		
				VEHICLE TOTAL ******	331.54
339226	CC # 6080000579176785				
005 -339710	GASOLINE/ESSENCE TYPE: UNLEAD	02/19/2016	PR: ON VEND: PETRO CA REF#: 00014345	CC#: 60800005655	1.70
005 -339710	MISC SERVICE/SERVICE DIVERS	02/19/2016	PR: ON VEND: PETRO CA REF#: 00014345	CC#: 60800005655	10.99
005 -339710	HST -CANADIAN TAX ACCT/	02/19/2016	HST- FUEL	CC#: 60800005655	.22
005 -339710	HST -CANADIAN TAX ACCT/	02/19/2016	HST- MAINT	CC#: 60800005655	1.43
005 -339710	GASOLINE/ESSENCE TYPE: UNLEAD	02/20/2016	PR: ON VEND: PETRO CA REF#: 00206255	CC#: 60800005655	44.74
005 -339710	HST -CANADIAN TAX ACCT/	02/20/2016	HST- FUEL	CC#: 60800005655	5.82
005 -339710	GASOLINE/ESSENCE TYPE: UNLEAD	03/02/2016	PR: ON VEND: PETRO CA REF#: 00173536	CC#: 60800005655	47.02

MAIL TO / POSTER A:

DEPT OF JUSTICE
ATTN: SYLVIE CRISPIN
284 WELLINGTON ST, EMB-4143A

OTTAWA ON K1A 0H8

REMIT TO / REMETTRE A:

ARI FINANCIAL SERVICES T46163
P O BOX 46163
POSTAL STATION A
TORONTO ON M5W4K9

PBN:136025582PG0002

000664

* DATE REPRESENTS PURCHASE DATE OR DATE PAID BY ARI / DATE REPRÉSENTANT DATE D'ACHAT OU DATE DE PAIEMENT PAR ARI

993 UNKNOWN 9A

ORIGINAL

Automotive Resources International
ARI FINANCIAL SERVICES INC.
SERVICES FINANCIERS ARI INC.
1270 CENTRAL PARKWAY WEST
SUITE 600
MISSISSAUGA, ONTARIO L5C4P4
TEL: (905) 803-8000
TOLL FREE / SANS FRAIS (800) 361-5882
FAX / TELECOPIEUR: (905) 803-8644

MISC. INVOICE / FACTURE D'ENTRETIEN

GST REG / TPS NO: #136025582RT
QST REG / TVQ NO: #1015619615

CLIENT CODE / NO DE CLIENT:	4G21-17	INVOICE NO / NO DE FACTURE:	MDTKJR
DUE DATE / DATE D'ECHEANCE:	04/30/16	INVOICE DATE / DATE DE LA FACTURE:	03/26/16

UNIT / UNITE	ITEM / ARTICLE	DATE	DESCRIPTION	AMOUNT / MONTANT
005 -339710	HST -CANADIAN TAX ACCT/	03/02/2016	HST- FUEL CC#: 60800005655	6.11
	GST= SUB-TOT=	104.45		
	HST= 13.58		SUB-TOTAL	118.03
	GST= SUB-TOT=	104.45		
	HST= 13.58			
	1 CC # 6080000565520574		VEHICLE TOTAL ******118.03	
	GST= 7.66 SUB-TOT=	395.17		
	HST= 31.49			
QST/TVQ: TOTAL:	15.25 FUEL/ESSENCE:	14.78	DIESEL: MAINT/ENTRETIEN .47	
			PLEASE PAY THIS TOTAL >	449.57

MAIL TO / POSTER A:
DEPT OF JUSTICE
ATTN: SYLVIE CRISPIN
284 WELLINGTON ST, EMB-4143A
OTTAWA ON K1A 0H8

REMIT TO / REMETTRE A:
ARI FINANCIAL SERVICES T46163
P O BOX 46163
POSTAL STATION A
TORONTO ON M5W4K9

PBN:136025582PG0002

* DATE REPRESENTS PURCHASE OR DATE PAID BY ARI / DATE REPRÉSENTANT DATE D'ACHAT OU DATE DE PAIEMENT PAR ARI

993 UNKNOWN 9A

ORIGINAL

ARI FINANCIAL SERVICES INC.
SERVICES FINANCIERS ARI INC.
1270 CENTRAL PARKWAY WEST
SUITE 600
MISSISSAUGA, ONTARIO L5C4P4
Automotive Resources International
TEL: (905) 803-8000
TOLL FREE / SANS FRAIS (800) 361-5882
FAX / TELECOPIEUR: (905) 803-8644

MISC. INVOICE / FACTURE D'ENTRETIEN

GST REG / TPS NO: #136025582RT
QST REG / TVQ NO: #1015619615

CLIENT CODE / NO DE CLIENT:	4G21-17	INVOICE NO / NO DE FACTURE:	MDTKJR
DUE DATE / DATE D'ECHEANCE:	04/30/16	INVOICE DATE / DATE DE LA FACTURE:	03/26/16

SUMMARY PAGE TOTAL FOR SUB DIVISION 005

TAXES	54.40		
GST CHARGEBACKS/TPS	7.66	HST -CANADIAN TAX ACCT/	31.49
QST-MAINT/ENTRETIEN	15.25		
PROGRAM FEES	6.40		
TMS&FUEL - SGT ESSENCE SPEC/	6.40		
FUEL	373.08		
ETHANOL/ETHANOL	37.33	GASOLINE/ESSENCE	335.75
REPAIR & MAINTENANCE	15.69		
MISC SERVICE/SERVICE DIVERS	15.69		

SUMMARY TOTAL: 449.57

MAIL TO / POSTER A:
DEPT OF JUSTICE
ATTN: SYLVIE CRISPIN
284 WELLINGTON ST, EMB-4143A
OTTAWA ON K1A 0H8

REMIT TO / REMETTRE A:
ARI FINANCIAL SERVICES T46163
P O BOX 46163
POSTAL STATION A
TORONTO ON M5W4K9

PBN:136025582PG0002

000666

* DATE REPRESENTS PURCHASE DATE OR DATE PAID BY ARI / DATE REPRÉSENTANT DATE D'ACHAT OU DATE DE PAIEMENT PAR ARI

993 UNKNOWN 9A

d936 (1)

s.18(a)

McEwen Fallowfield
564 Fallowfield Rd
Ottawa,Ontario
K2J 4S2

DATE: 2016-02-01 TIME: 06:37
STORE #: 21044 TRANS #: 255807
Pos/point: 01K
: R882731961

FUEL	(L)	($/L)	($)
Pump 1			
Regular	48.253	0.829	40.00

TOTAL $ 40.00

CREDIT CARD $ 40.00

* hst INCLUDED IN FUEL $ 4.60

Purchase
PI S
INVOICE NO: 007550
TERMID: ZB048KT1
MERCHANT #: 40099445704
APPROVED 063742
REF: 763001001005
I/ISO 001/00

X

Plate #
****

11424 (2)

Esso
3440 St-Laurent
Montreal Qc H2X2T9

EXPRESS
[illegible]MENTS NCH
[illegible]084
[illegible]440 BOUL ST-LAURENT
MONTREAL, PQ H2X 2T
12[illegible]461107
[illegible]79038
116 264400 [illegible]
[illegible] PM

POMPE# 10
EORDI 44.291L
PRIX/ L $0.999
TOTAL DE CARBURANT $ 44.25

TPS carb. $ 1.92
TUQ carb. $ 3.84
CREDIT $ 44.25

TYPE: ACHAT
COMPTE: ARI $44.25
AUTOR: 282910-F FACTURE: HEJD4[illegible]
NUME [illegible]
PROG ON
INFO [illegible]
vos dossi[illegible]

Merci

(2)

Ministère de la Justice Canada — Department of Justice Canada

FORMULAIRE DE DÉCLARATION — DECLARATION FORM

Pour les employés du ministère seulement — For use by department employees only

Section 1. Informations générales - General Information

Nom - Surname	Prénom - Given Name
St-Germain	Paul

Groupe organisationnel - Organizational Group	N° de tél. au travail - Tel. No. at Work
Bureau du sous-ministre	(613) 952-3500

Section 2 - Description

Description des pièces justificatives manquantes / Description of missing supporting documents	Date du déplacement / Date of Travel	Montant / Amount
Reçu de gasoline	18 février 2016	$ 52.80
Plein d'essence voiture du sous-ministre		

Section 3 - Veuillez indiquer la raison - Please indicate reason

- ☐ Reçu perdu / Lost receipt → Perdu et impossible à obtenir
- ☐ Détruit accidentellement / Accidentally destroyed →
- ☐ Impossible à obtenir / Not available →

Section 4 - Déclaration - Statement

Je, St-Germain Paul (nom et prénom)

déclare avoir perdu les pièces requises énumérées ci-haut, pour le paiement des dépenses déclarées.

Je fais cette déclaration en toute bonne foi, persuadé qu'elle a la même force et le même effet qu'une déclaration faite sous serment et ce, en conformité de la Loi Sur la preuve au Canada.

I, ______ (Surname and Given Name)

do declare that I lost the supporting documents enumerated above and required for the payment of my expenses.

I make this declaration conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath and in accordance with the Canada Evidence Act.

Section 6 - Signatures

Déclarant - Declarant		Superviseur - Supervisor	
[signature]	08/04/16		
Signature	Date	Signature	Date

Section 6 - Commentaires (Services de comptabilité) - Comments (Accounting Services)

JUS 547 (2015/11)

s.18(a)

11843 (4)

Ultramar

320 Greber TPS: 835860
...neau,Qc TVQ: 1219927
...R3
DATE: 2016-02-25 HEURE: 06
...TATN: 24692 No TRANS.: 638
...MARCHAND: 22469245704
...LAQUE: ________

...URANT (L) ($/L)
...r. 1
...lier 53.719 0.819 44.
...DUIT QTÉ PRIX MONT
... GLACE 40 3.78 1 4.79 4

...s sur 53.719 Litres de Carb. Regulier
...PS: 5.000% = $1.91
...VQ: 9.975% = $3.82
...al des taxes: = $5.73

...es sur tous les autres produits
Total TPS: $0.24 Total TVQ: $0.48

*TAXES INCLUSES *TAXES EXCLUES

TOTAL $ 49.5
ACHAT ARI 49.

...chat G
...RMID: 24692BE1
No FACTURE: 00008559
...: 241001001002
...I/ISO 001/00
APPROUVEE 061044

Notre mission:
Combler plus de clients chaque jou

Economisez avec l...
astercard Ultrama...
Obtenez une remis...
Equivalant jusqu...
3 cents par litre
bnc.ca/ultramar

060720

1268 (5)

SHELL
** **
620 MALONEY OUEST
GATINEAU, QC
J8T 8K7 TEL: 819-243-3353

Taxe Description	Qté	Montant
FP Bronze	N°7	
46.940 L @ 0,879$/ L		41,26$

Total partiel	41,26$
Montant TPS Taxable	0,00$
TPS Taxe	0,00$
Montant TVP Taxable	0,00$
TVP Taxe	0,00$
Total	**41,26$**
ARI CANADA:	41,26$
Monnaie	0,00$

00 APPROUVEE - MERCI 001

ARI CANADA

TERMINAL N° 89205602

ACHAT S

FACT N 2056020893

COMPT KIL N° 10108

X________________________ 371371

Le titulaire versera ce montant à l'émetteur conformément au contrat adhérent

IMPORTANT

conserver cette copie pour vos dossiers

CARBURANT INCLUS TPS 1,79$
CARBURANT INCLUS TVP 3,58$

TPS - Carburant - N° 825827686 RT
TVP - Carburant - N° 4018058125 TQ

VOTRE OPINION COMPTE

Parlez-nous de votre récente visite à une station Shell à www.shell.ca/opinion pour courir la chance de gagner une carte-cadeau Shell de 100$
*Un reçu est requis

MERCI

Questions? 1-800-661-1600

13048 (7)

PETRO-CANADA
676 SOMERSET ST
OTTAWA
ONTARIO K1R 6P4
61323795550

F-HST 879156412
P-HST 86327011
PC0685308:0055501
TERMINAL: 050055553
PAYPOINT: 050055501

2016-03-15 13:46

PUMP 03
REGULAR
LITRES L 61.787
PRICE/L $ 0.939
FUEL SALES $ 58.02*

TOTAL OWED $ 58.02

TOTAL PAID
CREDIT CARD $ 58.02

* F-HST INCL$ 2.57
* P-HST INCL$ 4.11

ARI CANADA
S
INVOICE 238013
AUTH 697090
APPROVED
THANK YOU

-- IMPORTANT --
RETAIN THIS COPY
FOR YOUR RECORDS

SURVEY! EARN POINTS
& CHANCE TO WIN GAS
PETRO-CANADA.CA/HERO

12537 (6)

Ultramar

TPS: 835860131
TVQ: 1219927297
20 Greber
Gatineau,Qc
J8T 5R3
DATE: 2016-03-10 HEURE: 06:05
NO STATN: 24692 No TRANS.: 650363

NO MARCHAND: 22469245704
NO PLAQUE: ________

	(L)	($/L)	($)
CARBURANT Distr. 1 Regulier	56.324	0.879	49.51#

Taxes sur 56.324 Litres de Carb. Regulier
TPS: 5.000% = $2.15
TVQ: 9.975% = $4.30
Total des taxes: = $6.45

#TAXES INCLUSES *TAXES EXCLUES

TOTAL $ 49.51
ACHAT ARI 49.51

Achat G
ARI
TERMID: 24692BE1
No FACTURE: 00005590
REF: 294001001001
ACI/ISO 001/00
APPROUVEE 060531

Notre mission:
Combler plus de clients chaque jour

2 JOURS D'ECONOMIES
AVEC LES
JEUDREDIS SUPR ME!
ECONOMISEZ 3 /L SUR
L'ESSENCE SUPR ME
LES JEUDIS ET
VENDREDIS.

160310

s.18(a)

SHELL
** **
620 MALONEY OUEST
GATINEAU, QC
J8T 8K7 TEL: 819-243-3353

Taxe	Description	Qté	Montant
FP	LAV EXTRA GRATUIT	1	0,10$
	Gratuit	1	(0,10$)

Total partiel 0,00$
Montant TPS Taxable 0,00$
TPS Taxe 0,00$
Montant TVP Taxable 0,00$
TVP Taxe 0,00$
Total 0,00$
Comptant 0,00$
Monnaie 0,00$

Code lavage

LAV EXTRA GRATUI 88673
Valable pour un lavage seulement.

VOTRE OPINION COMPTE
Parlez-nous de votre récente
visite à une station Shell à
www.shell.ca/opinion
pour courir la chance de gagner
une carte-cadeau Shell de 100$
*Un reçu est requis

MERCI
Questions? 1-800-661-1600

Poste Tran Magasin Opér 2016/03/06
2 0045220205G0 CAI 15:38:58

C/2000

(13)

STAPLES
Business Advantage™
Corporate Express Canada, Inc., operating as Staples Business Advantage

STAPLES AVANTAGE /BOU
Staples M9042 PoBox 11714
Succursale Centre-Ville
Montreal, QC
H3C 6M6
Phone:(450) 449-4449
1 (877) 272-2121
Fax: (450) 449-2067

ORDER NO - No COMM.	ORDER DATE - DATE COMM.	CUST. NO - No CLIENT	PAGE
41286446	2016-04-22	110424	1 OF/DE 1
INVOICE NO - No FACTURE	**INV. DATE - DATE FACT.**	**TRANSPORT**	
41286446	2016-04-22	PRECISION OTTAWA	
YOUR ORDER NO - VOTRE No COMM.		**FREIGHT TERMS - CONDITIONS DE TRANSPORT**	
11050		*** PREPAID ***	

SOLD TO / VENDU À:
DEPARTMENT OF JUSTICE
JOELLE LANDRY
284 WELLINGTON ST
EMB-4143C
OTTAWA ON
K1A 0H8

SHIPPED TO / EXPÉDIÉ À: 41286446
DEPARTMENT OF JUSTICE
JOELLE LANDRY
284 WELLINGTON ST
EMB-4143C
OTTAWA ON
K1A 0H8
(61)(S01 /12020)

RECEIVED APR 25 2016

PKGS - COLIS	WEIGHT - POIDS	COMMANDÉ PAR - ORDERED BY
1		JOELLE LANDRY

ITEM	PRODUCT - PRODUIT	DESCRIPTION	ORD. COMM.	SHIP EXP.	B/O À VENIR	U/M	RETAIL PRICE PRIX DE DÉTAIL	NET PRICE PRIX NET	AMOUNT - MONTANT
1	HBGMM710F	NOTEBOOK,RULED,3.5X5.5,BLACK	10	10	0	E		14.7200	147.20
	** RECEIVED BY EWAY.CA **	EW69969480							

896541422RT0001

SUB-TOTAL SOUS-TOTAL	147.20
G.S.T. - T.P.S.	0.00
P.S.T. - T.V.P. - H.S.T.	19.14
TOTAL	166.34

Invoice (with-shipment)

CUST:284 WELLINGTON ST

PLEASE REMIT PAYMENTS TO THE ADDRESS ABOVE

This copy for your records. No payment is due.
EXPIRED: 01/18 AUTH.: 124020

FRAIS DE SERVICE DE / SERVICE CHARGE OF 2.0% PAR MOIS / PER MONTH 24% PAR AN SUR COMPTE PASSÉ DÛ. / PER ANNUM ON OVERDUE ACCOUNT.

ORIGINAL INVOICE – FACTURE ORIGINALE

11050

s.19(1) (15)

LYRECO CANADA,
DIV de/of NOVEXCO INC.
950 Place Paul-Kane
Laval Quebec H7C2T2
Phone 1 (877) 597-3261

Shipped to: 70341897
JUSTICE CANADA
Ministerial Secretariat
284 Wellington Room 4143C EMB
OTTAWA ON K1A0H8

Phone:1 (877) 597-3261
Fax: 1 (866) 399-9990

go.lyreco.ca
customer.support.ca@lyreco.com

Route	
5K130 Sofilia	
Billed to	**Ship to**
70341897	
Buyer	
JOELLE LANDRY	
Your order no.	
Joelle 12020	

Invoice no.	8382614
Invoice date	**Due date**
22/04/2016 DD/MM/YYYY	22/05/2016 DD/MM/YYYY
Order	**Packing slip**
2301167	2604398

Sold to: 70341897
JUSTICE CANADA
Ministerial Secretariat
284 Wellington Room 4143C EMB 4143C JOELLE LANDRY
OTTAWA ON K1A 0H8

Billed to: 70341897
JUSTICE CANADA
Ministerial Secretariat
284 Wellington Room 4143C EMB 4143C JOE
OTTAWA ON K1A0H8

Salesperson	BO code	Entered by	Reference no.	Member order PO no.	Notes	Cost center
	Y	WMS	8382614			

Novexco Product code	Lyreco product code	Qty ordered	B/O qty	Qty shipped	U/M	Supplier no.	DESCRIPTION	Price	Amount
187187	4495756	1	0	1	U	510-60-7-0M	CLEAR KRYSTALVIEW DESK PAD WITH MICROBAN 17X22	28.54	28.54

RECEIVED
APR 2 5 2016

Web reference: W971592
Payment : MCW Auth :122213 ***DO NOT PAY***

Estimated number of parcels for this order: 1
Order completed in: 1 parcel(s)

NET SALE	28.54
GST	0.00
HST	3.71
INVOICE TOTAL	**32.25**

Terms
Interest fee of 2% per month or 24% per year on all past due accounts
*All claims must be made within 30 days after reception of goods. The BO items remain on order and shipped shortly

GST 894506799RT0001
HST 894506799RT0001

Return policy
For our product return policy, please refer to page 538 of our catalogue or consult our website

PLEASE MAKE YOUR PAYMENT OUT TO LYRECO CANADA
40 West Beaver Creek Rd, Richmond Hill, On L4B 1G5

Merchandise received in good condition
INVOICE

s.18(a)

STAPLES Canada
Store # 131
403 Bank Street
Ottawa, ON K2P1Y6
613-235-2525

Sale 00090 3 006 25222
0131 06/01/16 01:01

****

1737232

Qty	Item	Amount
1	OB: 3 TANG D.BLU 10P 718103066976	5.46H
1	OB: 3 TANG D.BLU 10P 718103066976	5.46H
1	OB: 3 TANG D.BLU 10P 718103066976	5.46H
1	OB: 3 TANG BLK 10PK 718103066983	5.46H
1	OB: 3 TANG BLK 10PK 718103066983	5.46H
1	OB: 3 TANG BLK 10PK 718103066983	5.46H
1	OB: 3 TANG BLK 10PK 718103066983	5.46H
1	OB: 3 TANG BLK 10PK 718103066983	5.46H
1	OB: 3 TANG BLK 10PK 718103066983	5.46H
	Subtotal	49.14
	HST 13.00%	6.39
	Total	$55.53
	MasterCard	55.53

Mastercard S Purchase
Authorization Number 130143
0010019770 25222 66109738
90 06/01/16 13:01:42
01/027 APPROVED - THANK YOU

****

Thank you for shopping at STAPLES!
We will not be undersold!
Visit Staples.ca

IMPORTANT
Retain This Copy for Your Records

HST No. 126152586

s.19(1) (14)

Lyreco

LYRECO CANADA,
DIV de/of NOVEXCO INC.
950 Place Paul-Kane
Laval Quebec H7C2T2
Phone 1 (877) 597-3261

Shipped to: 70341897
JUSTICE CANADA
Ministerial Secretariat
284 Wellington Room 4143C EMB
OTTAWA ON K1A0H8

Phone:1 (877) 597-3261
Fax: 1 (866) 399-9990

go.lyreco.ca
customer.support.ca@lyreco.com

Route	
5K130 Sofilia	
Billed to	**Ship to**
70341897	
Buyer	
JOELLE LANDRY	
Your order no.	
Joelle 12020	

Invoice no.	8381462
Invoice date	**Due date**
22/04/2016 DD/MM/YYYY	22/05/2016 DD/MM/YYYY
Order	**Packing slip**
2301165	2604395

Sold to: 70341897
JUSTICE CANADA
Ministerial Secretariat
284 Wellington Room 4143C EMB 4143C JOELLE LANDRY
OTTAWA ON K1A 0H8

Billed to: 70341897
JUSTICE CANADA
Ministerial Secretariat
284 Wellington Room 4143C EMB 4143C JOE
OTTAWA ON K1A0H8

Salesperson	BO code	Entered by	Reference no.	Member order PO no.	Notes	Cost center
	Y	WMS	8381462			

Novexco Product code	Lyreco product code	Qty ordered	B/O qty	Qty shipped	U/M	Supplier no.	DESCRIPTION	Price	Amount
486456	516398	1	0	1	B(25)	735-91841	OXFORD TEAL LEGAL HANG.FOLDER	13.55	13.55
345520	4284906	1	0	1	B(100)	740-78021	OFFIX TEAL LEG.FOLDER 10.5 REPLACE 634857/318659	12.46	12.46

RECEIVED APR 25 2016

Web reference: W971591
Payment : MCW Auth :122213 ***DO NOT PAY***

Estimated number of parcels for this order: 1
Order completed in: 1 parcel(s)

NET SALE	26.01
GST	0.00
HST	3.38
INVOICE TOTAL	**29.39**

Terms
Interest fee of 2% per month or 24% per year on all past due accounts
*All claims must be made within 30 days after reception of goods. The BO items remain on order and shipped shortly

GST 894506799RT0001
HST 894506799RT0001

Return policy
For our product return policy, please refer to page 538 of our catalogue or consult our website

PLEASE MAKE YOUR PAYMENT OUT TO LYRECO CANADA
40 West Beaver Creek Rd, Richmond Hill, On L4B 1G5

Merchandise received in good condition

INVOICE

11021

s.19(1)

LYRECO CANADA,
DIV de/of NOVEXCO INC.
950 Place Paul-Kane
Laval Quebec H7C2T2
Phone 1 (877) 597-3261

Shipped to: 70341897
JUSTICE CANADA
Ministerial Secretariat
284 Wellington Room 4143C EMB
OTTAWA ON K1A0H8

Phone:1 (877) 597-3261
Fax: 1 (866) 399-9990

go.lyreco.ca
customer.support.ca@lyreco.com

Sold to: 70341897
JUSTICE CANADA
Ministerial Secretariat
284 Wellington Room 4143C EMB 4143C JOELLE LANDRY
OTTAWA ON K1A 0H8

Billed to: 70341897
JUSTICE CANADA
Ministerial Secretariat
284 Wellington Room 4143C EMB 4143C JOE
OTTAWA ON K1A0H8

Route	
5K130 Sofilia	
Billed to	Ship to
70341897	
Buyer	
JOELLE LANDRY	
Your order no.	
Lucie	

Invoice no.	8497778
Invoice date	Due date
26/05/2016 DD/MM/YYYY	25/06/2016 DD/MM/YYYY
Order	Packing slip
2347958	2696338

Salesperson	BO code	Entered by	Reference no.	Member order PO no.	Notes	Cost center
	Y	WMS	8497778			

Novexco Product code	Lyreco product code	Qty ordered	B/O qty	Qty shipped	U/M	Supplier no.	DESCRIPTION	Price	Amount
237271	80885613	2	0	1	U	522-57562	15' HDMI CABLE Invoice reference :8453802 Order No. :Lucie Qty shipped:1.00 U	31.30	31.30

RECEIVED MAY 27 2016

Web reference: W999729
Payment : MCW Auth :084552 ***DO NOT PAY***

Estimated number of parcels for this order: 1
Order completed in: 1 parcel(s)

NET SALE	31.30
GST	0.00
HST	4.07
INVOICE TOTAL	**35.37**

Terms
Interest fee of 2% per month or 24% per year on all past due accounts
*All claims must be made within 30 days after reception of goods. The BO items remain on order and shipped shortly

GST 894506799RT0001
HST 894506799RT0001

Return policy
For our product return policy, please refer to page 538 of our catalogue or consult our website

PLEASE MAKE YOUR PAYMENT OUT TO LYRECO CANADA
40 West Beaver Creek Rd, Richmond Hill, On L4B 1G5

Merchandise received in good condition

INVOICE

s.19(1)

Lyreco

LYRECO CANADA,
DIV de/of NOVEXCO INC.
950 Place Paul-Kane
Laval Quebec H7C2T2
Phone 1 (877) 597-3261

Phone:1 (877) 597-3261
Fax: 1 (866) 399-9990

go.lyreco.ca
customer.support.ca@lyreco.com

Shipped to: 70341897
JUSTICE CANADA
Ministerial Secretariat
284 Wellington Room 4143C EMB
OTTAWA ON K1A0H8

Sold to: 70341897
JUSTICE CANADA
Ministerial Secretariat
284 Wellington Room 4143C EMB 4143C JOELLE LANDRY
OTTAWA ON K1A 0H8

Billed to: 70341897
JUSTICE CANADA
Ministerial Secretariat
284 Wellington Room 4143C EMB 4143C JOE
OTTAWA ON K1A0H8

Route	
5K130 Sofilia	
Billed to	**Ship to**
70341897	
Buyer	
JOELLE LANDRY	
Your order no.	
Lucie	

Invoice no.	8453802
Invoice date	**Due date**
12/05/2016 DD/MM/YYYY	11/06/2016 DD/MM/YYYY
Order	**Packing slip**
2347958	2660113

Salesperson	BO code	Entered by	Reference no.	Member order PO no.	Notes	Cost center
	Y	WMS	8453802			

Novexco Product code	Lyreco product code	Qty ordered	B/O qty	Qty shipped	U/M	Supplier no.	DESCRIPTION	Price	Amount
141341	80902885	2	0	2	B(25)	735-59303	SUREHOOK LEG.EXP.3" HANG.FOLD.	65.93	131.86
349936	349936	4	0	4	U	484-SWA0998-009	CASE DELUXE VALUE FOR 17.3" LAPTOP BK	57.48	229.92
237271	80885613	2	1	1	U	522-57562	15' HDMI CABLE	31.30	31.30
163642	163642	1	0	1	U	010-64474-15518	BOARD CORK ESPRESSO 24X36	45.12	45.12
349365	5054431	1	0	1	U	735-OF-CR213SRD	A-Z ASS. OFFIX DIVIDERS	6.72	6.72
158881	158881	4	0	4	U	459-G009	POCK.POLY 3H.3INDEX ASS.	3.08	12.32
785758	785758	1	0	1	U	753-22204S06C	DURATECH 1.5" R-RING RED FROSTED BINDER	6.33	6.33
349357	5054429	1	0	1	U	735-OF-CR213-31NSRD	1-31 ASS. OFFIX DIVIDERS	8.89	8.89
183269	80887324	2	0	2	P(12)	368-E92BP12	BATTERY AAA CARD	18.31	36.62
785766	2170784	1	0	1	U	753-22222S06C	DURAT.1.5" R-RING AQUA FROST. BIND.	6.33	6.33
166108	80894294	1	0	1	U	373-711319	DURAGLASS DESKPAD 20.9X25.6	14.14	14.14

RECEIVED
MAY 13 2016

658.07

Web reference: W999729

Payment : MCW Auth :102505 ***DO NOT PAY***

Estimated number of parcels for this order: 5
Order completed in: 5 parcel(s)

NET SALE	529.55
GST	0.00
HST	68.84
INVOICE TOTAL	**598.39**

Terms
Interest fee of 2% per month or 24% per year on all past due accounts
*All claims must be made within 30 days after reception of goods. The BO items remain on order and shipped shortly

GST 894506799RT0001
HST 894506799RT0001

Return policy
For our product return policy, please refer to page 538 of our catalogue or consult our website

PLEASE MAKE YOUR PAYMENT OUT TO LYRECO CANADA
40 West Beaver Creek Rd, Richmond Hill, On L4B 1G5

Merchandise received in good condition

INVOICE

s.19(1)

Lyreco

LYRECO CANADA,
DIV de/of NOVEXCO INC.
950 Place Paul-Kane
Laval Quebec H7C2T2
Phone 1 (877) 597-3261

Phone:1 (877) 597-3261
Fax: 1(866) 399-9990

go.lyreco.ca
customer.support.ca@lyreco.com

Shipped to: 70341897
JUSTICE CANADA
Ministerial Secretariat
284 Wellington Room 4143C EMB
OTTAWA ON K1A0H8

Route
5K130 Sofilia

Billed to	Ship to
70341897	

Buyer
JOELLE LANDRY

Your order no.
Lucie

Invoice no. 8452328

Invoice date	Due date
12/05/2016	11/06/2016
DD/MM/YYYY	DD/MM/YYYY

Order	Packing slip
2347956	2660111

Sold to: 70341897
JUSTICE CANADA
Ministerial Secretariat
284 Wellington Room 4143C EMB 4143C JOELLE LANDRY
OTTAWA ON K1A 0H8

Billed to: 70341897
JUSTICE CANADA
Ministerial Secretariat
284 Wellington Room 4143C EMB 4143C JOE
OTTAWA ON K1A0H8

Salesperson	BO code	Entered by	Reference no.	Member order PO no.	Notes	Cost center
[redacted]	Y	WMS	8452328			

Novexco Product code	Lyreco product code	Qty ordered	B/O qty	Qty shipped	U/M	Supplier no.	DESCRIPTION	Price	Amount
113589	2159364	1	0	1	U	335-D-1641BT	VOCAL MES.REGISTER ?800 BIL.	2.34	2.34
289314	518841	2	0	2	U	110-00544	BLACK LEG. DESKTOP FILE	9.59	19.18

RECEIVED
MAY 13 2016

Web reference: W999728
Payment : MCW Auth :102505 ***DO NOT PAY***

Estimated number of parcels for this order: 1
Order completed in: 1 parcel(s)

NET SALE	21.52
GST	0.00
HST	2.79
INVOICE TOTAL	24.31

Terms
Interest fee of 2% per month or 24% per year on all past due accounts
*All claims must be made within 30 days after reception of goods. The BO items remain on order and shipped shortly

GST 894506799RT0001
HST 894506799RT0001

Return policy
For our product return policy, please refer to page 538 of our catalogue or consult our website

PLEASE MAKE YOUR PAYMENT OUT TO LYRECO CANADA
40 West Beaver Creek Rd, Richmond Hill, On L4B 1G5

Merchandise received in good condition

INVOICE

Paid by Master Card ✓

Capital Stamp Ltd.
465 Gladstone Ave.
Ottawa, Ontario K1R 5N7
Tel: 613-236-0677 Fax: 613-236-3508
E-mail: info@capitalstamp.ca

INVOICE

s.18(a)

Invoice No.: 82199
Date: 04/26/2016
Page: 1
Re: Order No.

Sold to:
DEPT JUSTICE/WELLINGTON ST
284 WELLINGTON ST
OTTAWA, ON K1A 0H8

Ship to:
DEPT JUSTICE/WELLINGTON ST
EMB 4143C
ATTN: JOELLE LANDRY
613-941-6042

Business No.: 87414 2698

Item No.	Unit	Quantity	Description	Tax	Unit Price	Amount
S220	EACH	1	SELF INKING DATER BILINGUAL-BLACK INK	H	29.50	29.50
P15	EACH	5	COLOP P15 DISPATCH, BSIG, MCU, MO-CORRECT, & "APPROVED..."	H	25.95	129.75
DEL	EACH	1	DELIVERY	H	7.95	7.95
			H - HST 13%			
			HST			21.74

CAPITAL STAMP
465 GLADSTONE AVE
OTTAWA, ON K1R5N7
6132360677

SALE

MID: 5824950
TID: 001 REF#: 00000002
Batch #: 446
05/05/16 09:54:04
V-CODE: M
APPR CODE: 095405
MASTERCARD

AMOUNT $188.94

APPROVED

x Inv 82199

I AGREE TO PAY ABOVE TOTAL AMOUNT
IN ACCORDANCE WITH CARD ISSUER'S
AGREEMENT
(MERCHANT AGREEMENT IF CREDIT VOUCHER)
RETAIN THIS COPY FOR STATEMENT
VERIFICATION

THANK YOU
PLEASE COME AGAIN

MERCHANT COPY

16720 21 94

Shipped By: Tracking Number:
Terms: Net 30. Due 05/26/2016.
Comment: THANK YOU FOR CHOOSING CAPITAL STAMP

Total Amount 188.94

Sold By:

GRAND&TOY

INVOICE / FACTURE

(15)

PURCHASE ORDER NO. / N° DE COMMANDE D'ACHAT	SOLD TO PURCHASE ORDER NO./ N° DE BON DE COMMANDE DE L'ACHETEUR	TERMS / CONDITIONS
G20878	20878	NET 30 DAYS
ATTENTION / À L'ATTENTION DE	P.S.T. EXEMPT / EXEMPT DE T.V.P.	GST ORD NO./N° DE COMM.
Joelle Landry		865401-00
INVOICE DATE / DATE DE LA FACTURE M/M D/J Y/A	DUE DATE / DATE D'ÉCHÉANCE M/M D/J Y/A	INVOICE NO./N° DE LA FACTURE
02/23/2016	03/24/2016	J423628

PLEASE REMIT TO / PAYER À
BOX 5500
DON MILLS ON M3C 3L5

SOLD TO ACCOUNT NO.
N° DE COMPTE DE L'ACHETEUR **305286**

SHIP TO ACCOUNT NO.
N° DE COMPTE DE L'EXPÉDITION **061796**

6658-A01 000128

DEPARTMENT OF JUSTICE
284 WELLINGTON ST
JOELLE LANDRY / ECE RM4143C
OTTAWA ON K1A 0H8

DEPARTMENT OF JUSTICE
OFFICE SUPPLIES & TONER
284 WELLINGTON ST
JOELLE LANDRY / EMB RM 3056
OTTAWA ON K1A 0H8

.T.-H.S.T./T.P.S.-T.V.H. 894032192RT Q.S.T./T.V.Q. 1001640701TQ0009 1 / 1

QUANTITY / QUANTITÉ RD./COMM.	SHIP/EXPÉDIÉE	BACK ORD. COMM. EN ATT.	U/M	DESCRIPTION	REG. UNIT PRICE PRIX COURANT	DISCOUNT ESCOMPTE	NET UNIT PRICE PRIX NET	AMOUNT MONTANT	
2	2		BX	BL57-C ENERGEL DLX GEL PEN BLUE MED YOUR PRODUCT BL57-C Standing Offer #E60PD-110SFB/001/PD	22.92	NET	22.92	45.84	H
2	2		BX	30254 LABEL ADDRESS 1-1/8 X 3-1/2 YOUR PRODUCT 30254 Standing Offer #E60PD-110SFB/001/PD	5.99	NET	5.99	11.98	H
				SUB TOTAL				57.82	
				TOTAL HST				7.52	
				1 order = 1 invoice. Want to opt-in for our enhanced invoicing option? Call us at 1-866-391-8111 for more details.					

14280/7

e appreciate your business! / Merci de votre confiance!
r account enquiries: / Pour information : 613-244-4109

PLEASE PAY / S.V.P. VERSEZ $65.34

TAXES APPLIED / TAXES APPLIQUÉES P-PST T.V.P. G-GST T.P.S. H-HST T.V.H.

MENT TERMS ARE AS STATED ABOVE FROM DATE OF INVOICE. PAST DUE ACCOUNTS SUBJECT TO A LATE PAYMENT CHARGE. GRAND & TOY LIMITED RESERVES THE HT TO WITHHOLD SHIPMENTS TO CUSTOMERS THAT DO NOT MEET THESE TERMS.

LES CONDITIONS DE PAIEMENT SONT TELLES QUE MENTIONNÉES CI-DESSUS À PARTIR DE LA DATE DE FACTURATION. LES COMPTES EN SOUFFRANCE SERONT SUJETS À DES FRAIS DE CRÉDIT. GRAND & TOY LIMITÉE SE RÉSERVE LE DROIT DE RETENIR TOUTE LIVRAISON AU CLIENT QUI NE RESPECTE PAS CES CONDITIONS.

DETACH THIS STUB AND ENCLOSE WITH YOUR REMITTANCE. KEEP THE ABOVE PORTION FOR YOUR RECORDS.
PRIÈRE DE DÉTACHER CETTE PORTION ET DE LA RETOURNER AVEC VOTRE PAIEMENT.

GRAND&TOY

OLD TO ACCOUNT NO.
' DE COMPTE DE L'ACHETEUR **305286**
EPARTMENT OF JUSTICE
84 WELLINGTON ST
OELLE LANDRY / ECE RM4143C
TTAWA ON K1A 0H8

INVOICE NUMBER: N° DE LA FACTURE:	J423628
INVOICE DATE: DATE DE LA FACTURE:	02/23/2016
DUE DATE: DATE D'ÉCHÉANCE:	03/24/2016

PLEASE PAY / S.V.P. VERSEZ **$65.34**

AMOUNT PAID / MONTANT PAYÉ $

LEASE REMIT TO/PAYER À
GRAND & TOY LIMITED
BOX 5500
DON MILLS ON M3C 3L5

12020

Government of Canada / Gouvernement du Canada

s.19(1)

Travel Expense Report / Note de Frais de Voyages

Type 2

Travel No. - N° du voyage: JWR Apr 24-26 2016 amendment

Name of Claimant - Nom du demandeur: Jody Wilson-Raybould

Department - Ministère: Justice

Branch - Direction: DM Business Center

Address - Adresse: EMB 4th floor

Telephone - Téléphone:

Send Cheque to - Envoyer le chèque à l'adresse suivante: EMB 4th floor

Purpose of Travel - But du voyage: Cabinet Retreat Calgary

EXPENSES PREPAID BY DEPARTMENT - DÉPENSES PAYÉES À L'AVANCE PAR LE MINISTÈRE

1. TRANSPORTATION / TRANSPORT — Date / Time of Departure / Heure du départ: 2016-04-24 — Arrival / Arrivé: 2016-04-26
2. OTHER EXPENSES / AUTRES DÉPENSES

AUTHORIZED ALLOWANCES - INDEMNITÉS AUTORISÉES

PRIVATE VEHICLE ALLOWANCE / INDEMNITÉ-VÉHICULE PARTICULIER				
PREVIOUSLY CLAIMED THIS FISCAL YEAR / DÉJÀ RÉCLAMÉ PRÉSENT EXERCICE				
THIS CLAIM / INDEMNITÉ DEMANDÉE				

OR-OU

	COMPREHENSIVE ALLOWANCE (Accommodation, meals and incidential expenses) / INDEMNITÉ GLOBALE (Logement, Repas et frais divers)	COMPOSITE ALLOWANCE (Meals and incidental expenses for full calendar days only)	INDEMNITÉ DÉTAILLÉE (Repas et frais divers pour les jours de calendrier complets seulement)	
RATE / TAUX	days @ / jours	days @ / jours	days @ / jours	$ 0.00
PARTIAL COMPOSITE ALLOWANCES / INDEMNITÉ DÉTAILLÉE PARTIELLE — MEALS / REPAS	Breakfasts / Petits déjeuners @	Lunches / Déjeuners @	Dinners / Dîners @	$ 0.00
INCIDENTAL EXPENSES / FRAIS DIVERS	days @ / jours	days @ / jours	days @ / jours	$ 0.00

OTHER ALLOWANCES (Specify) / AUTRES INDEMNITES (Précisez lesquelles)

EXPENSES NOT INCLUDED ABOVE - DÉPENSES AUTRES QUE CI-DESSUS

		Vr. No. - P. N°	
3	Vehicle Rental / Location de véhicule		
4	Public Transportation / Transport en commun		$ 35.00
5	Accommodation / Logement		
6	Meals / Repas		
7	All Other Expenses (Specify) / Autres (précisez)		

Sent to Finance 24/06/2016
Copy sent to CDO 3020

I certify that the amounts included in this claim were incurred on authorized government business travel. / Je certifie que les montants faisant l'objet de la présente réclamation constituent des dépenses entraînées par des voyages pour affaires officielles.

Signature (Claimant - Demandeur) — Date Y-A M D-J

Certified pursuant to section 34 of the Financial Administration Act / Certifié en vertu de l'article 34 de la Loi sur la gestion des finances publiques — Date Y-A M D-J

Approved by - Approuvé par — Signature — Date Y-A M D-J

Total Expenses	Total des dépenses	$ 35.00
Less Total 1 and 2 Above	Moins le total des paragraphes 1 et 2	$ 0.00
Total Claimed	Total Demandé	$ 35.00
Less Advance	Moins L'avance	
Amount due Receiver General of Canada	Total dû au Receveur général du Canada	
AMOUNT DUE CLAIMANT	TOTAL DÛ AU REQUÉRANT	$ 35.00

Type Particulars - Details
3

Taxi from Airport

PAYMENT RECORD - ENREGISTREMENT DU PAIEMENT

Type	2 Sub Type	5 P.R.I. CIDP	8 Amount - Montant	14 Requisition No. / N° de la demande	15 Supplier Indicator / Indicateur du fournisseur	17 Due Date / Date d'échéance Y-A M D-J
7	80				0	

Type 4 — ACCOUNTING INFORMATION - RENSEIGNEMENTS DE LA COMPTABILITÉ

2 Sub Type	3 Dept. Ref. No. / N° de réf. min.	5 Coding - Codage	6 Amount - Montant	CR-CT
	300259975 - 4	1524 - 11050 - 15 - 4010		
	7 Description		8 Fin. Encumbrance No. / N° de la charge financière	
2	3	5	6	
	7		8	
2	3	5	6	
	7		8	

Dept. Pre-Audit and Account Verification. / Vérification de la comptabilité au niveau du ministère — Signature

Verified correct - Vérifié conforme — Signature

TOTAL

Requisitioned for payment pursuant to section 33 of the Financial Administration Act and Certified in accordance with section 7 of the Payment Requisitioning Regulations / Demandé pour paiement conformément à l'article 33 de la Loi sur la gestion des finances publiques, et certifié aux termes de l'article 7 du Règlement sur les réquisitions de paiements. — Signature

Services Officer - Agent des services — Signature

20 Cheque No. - N° de chèque — 21 Date Y-A M D-J

GC 73 (2014/03) 7540-21-910-7366

Minister's expense
to add to travel claim!

RECEIPT

COQUITLAM TAXI (1977) LTD. ☐

BELAIR TAXI LTD. ☐

PORT COQUITLAM TAXI LTD. ☐

DATE: Apr 26 $ 35.00
INCLUDING G.S.T.

FROM: YVR

TO: Vancouver

DRIVER #: ______ CAB #: ______

TEL: 604-524-1111 OR 604-937-3434

Thank you for Riding with us.

Date?
YVR (trip from airport)

300259975 L.4

Government of Canada / Gouvernement du Canada

Travel No. - N° du voyage: JWR Apr. 24-26 2016

Travel Expense Report — Note de Frais de Voyages

Type: 2

Name of Claimant - Nom du demandeur: Hon. Jody Wilson-Raybould

s.19(1)

Department - Ministère: Justice Canada

Branch - Direction: Minister's Office

Send Cheque to - Envoyer le chèque à l'adresse suivante: EMB 4th Floor

Address - Adresse: EMB 4th Floor

Telephone - Téléphone: 992-4621

Purpose of Travel - But du voyage: Cabinet Retreat, Calgary - Apr. 24-26 2016

EXPENSES PREPAID BY DEPARTMENT - DÉPENSES PAYÉES À L'AVANCE PAR LE MINISTÈRE

1	TRANSPORTATION / TRANSPORT	Date / Time of Departure / Heure du départ: 2016-04-24; Arrival / Arrivé: 2016-04-26	$ 1,666.53
2	OTHER EXPENSES / AUTRES DÉPENSES		$ 312.12

AUTHORIZED ALLOWANCES - INDEMNITÉS AUTORISÉES

PRIVATE VEHICLE ALLOWANCE / INDEMNITÉ-VÉHICULE PARTICULIER				
PREVIOUSLY CLAIMED THIS FISCAL YEAR / DÉJÀ RÉCLAMÉ PRÉSENT EXERCICE				
THIS CLAIM / INDEMNITÉ DEMANDÉE				

OR-OU: COMPREHENSIVE ALLOWANCE (Accommodation, meals and incidential expenses) / INDEMNITÉ GLOBALE (Logement, Repas et frais divers); COMPOSITE ALLOWANCE (Meals and incidental expenses for full calendar days only) / INDEMNITE DETAILLÉE (Repas et frais divers pour les jours de calendrier complets seulement)

RATE / TAUX		days @ / jours	days @ / jours	days @ / jours	$ 0.00
PARTIAL COMPOSITE ALLOWANCES / INDEMNITÉ DÉTAILLÉE PARTIELLE	MEALS / REPAS	2 Breakfasts / Petits déjeuners @ $ 16.80	3 Lunches / Déjeuners @ $ 17.00	1 Dinners / Diners @ $ 45.00	$ 129.60
	INCIDENTAL EXPENSES / FRAIS DIVERS	3 days @ / jours $ 17.30	days @ / jours	days @ / jours	$ 51.90
OTHER ALLOWANCES (Specify) / AUTRES INDEMNITES (Précisez lesquelles)					

EXPENSES NOT INCLUDED ABOVE - DÉPENSES AUTRES QUE CI-DESSUS

			Vr. No. - P. N°	
3	Vehicle Rental / Location de véhicule			
4	Public Transportation / Transport en commun			
5	Accommodation / Logement			
6	Meals / Repas			
7	All Other Expenses (Specify) / Autres (précisez)			

Original

I certify that the amounts included in this claim were incurred on authorized government business travel. / Je certifie que les montants faisant l'objet de la présente réclamation constituent des dépenses entraînées par des voyages pour affaires officielles.

Signature (Claimant - Demandeur) — Date Y-A M D-J

Certified pursuant to section 34 of the Financial Administration Act / Certifié en vertu de l'article 34 de la Loi sur la gestion des finances publiques — Date Y-A M D-J: 11 MAI 2016

Approved by - Approuvé par — Signature — Date Y-A M D-J

Total Expenses	Total des dépenses	$ 2,160.15
Less Total 1 and 2 Above	Moins le total des paragraphes 1 et 2	$ 1,978.65
Total Claimed	Total Demandé	$ 181.50
Less Advance	Moins L'avance	
Amount due Receiver General of Canada	Total dû au Receveur général du Canada	
AMOUNT DUE CLAIMANT	TOTAL DÛ AU REQUÉRANT	$ 181.50

Type Particulars - Details
3
Hotel paid by L. MacKenzie - Return flight to Ottawa paid by HoC

PAYMENT RECORD - ENREGISTREMENT DU PAIEMENT

Type	2 Sub Type	5 P.R.I. CIDP	8 Amount - Montant	14 Requisition No. / N° de la demande	15 Supplier Indicator / Indicateur du fournisseur	17 Due Date / Date d'échéance Y-A M D-J
7	80		181.50		0	

Type 4 — ACCOUNTING INFORMATION - RENSEIGNEMENTS DE LA COMPTABILITÉ

2 Sub Type	3 Dept. Ref. No. / N° de réf. min.	5 Coding - Codage	6 Amount - Montant	CR-CT
	300259975-04	1524-11050-4010		
7 Description			8 Fin. Encumbrance No. / N° de la charge financière	
2	3	5	6	
7			8	
2	3	5	6	
7			8	

Dept. Pre-Audit and Account Verification. / Vérification de la comptabilité au niveau du ministère — Signature

Verified correct - Vérifié conforme — Signature

TOTAL ▶

Requisitioned for payment pursuant to section 33 of the Financial Administration Act and Certified in accordance with section 7 of the Payment Requisitioning Regulations / Demandé pour paiement conformément à l'article 33 de la Loi sur la gestion des finances publiques, et certifié aux termes de l'article 7 du Règlement sur les réquisitions de paiements. — Signature

Services Officer - Agent des services — Signature

20 Cheque No. - N° de chèque — 21 Date Y-A M D-J

GC 73 (2014/03) 7540-21-910-7366

(13)

s.19(1)

Government of Canada / Gouvernement du Canada

Travel Expense Report / Note de Frais de Voyages

Travel No. - N° du voyage: JWR Apr. 24-26 2016

Type 2

Name of Claimant - Nom du demandeur: Hon. Jody Wilson-Raybould

Department - Ministère: Justice Canada

Branch - Direction: Minister's Office

Send Cheque to - Envoyer le chèque à l'adresse suivante: EMB 4th Floor

Address - Adresse: EMB 4th Floor

Telephone - Téléphone: 992-4621

Purpose of Travel - But du voyage: Cabinet Retreat, Calgary - Apr. 24-26 2016

EXPENSES PREPAID BY DEPARTMENT - DÉPENSES PAYÉES À L'AVANCE PAR LE MINISTÈRE

1 TRANSPORTATION / TRANSPORT	Date / Time of Departure / Heure du départ ▶ 2016-04-24 — Arrival / Arrivé ▶ 2016-04-26	$ 1,666.53
2 OTHER EXPENSES / AUTRES DÉPENSES ▶		$ 312.12

AUTHORIZED ALLOWANCES - INDEMNITÉS AUTORISÉES

PRIVATE VEHICLE ALLOWANCE / INDEMNITÉ-VÉHICULE PARTICULIER ▶					
PREVIOUSLY CLAIMED THIS FISCAL YEAR / DÉJÀ RÉCLAMÉ PRÉSENT EXERCICE ▶					
THIS CLAIM / INDEMNITÉ DEMANDÉE ▶					
OR-OU: COMPREHENSIVE ALLOWANCE (Accommodation, meals and incidential expenses) / INDEMNITÉ GLOBALE (Logement, Repas et frais divers) — RATE / TAUX ▶		days @ / jours	days @ / jours	days @ / jours	$ 0.00
PARTIAL COMPOSITE ALLOWANCES / INDEMNITÉ DÉTAILLÉE PARTIELLE ▶	MEALS / REPAS ▶	2 Breakfasts / Petits déjeuners @ $ 16.80	3 Lunches / Déjeuners @ $ 17.00	1 Dinners / Dîners @ $ 45.00	$ 129.60
	INCIDENTAL EXPENSES / FRAIS DIVERS ▶	3 days @ / jours $ 17.30	days @ / jours	days @ / jours	$ 51.90
OTHER ALLOWANCES (Specify) / AUTRES INDEMNITES (Précisez lesquelles)					

COMPOSITE ALLOWANCE (Meals and incidental expenses for full calendar days only) / INDEMNITÉ DÉTAILLÉE (Repas et frais divers pour les jours de calendrier complets seulement)

EXPENSES NOT INCLUDED ABOVE - DÉPENSES AUTRES QUE CI-DESSUS

		Vr. No. - P. N°	
3 Vehicle Rental / Location de véhicule ▶			
4 Public Transportation / Transport en commun ▶			
5 Accommodation / Logement ▶			
6 Meals / Repas ▶			
7 All Other Expenses (Specify) / Autres (précisez) ▶			

I certify that the amounts included in this claim were incurred on authorized government business travel.

Je certifie que les montants faisant l'objet de la présente réclamation constituent des dépenses entraînées par des voyages pour affaires officielles.

Signature (Claimant - Demandeur) — Date Y-A M D-J

Certified pursuant to section 34 ... / Certifié en vertu de l'article 34 ... la gestion des ... bliques

Y-A M D-J: 1 MAI 2016 — Date

Approved by - Approuvé par — Signature — Date Y-A M D-J

Total Expenses	Total des dépenses	$ 2,160.15
Less Total 1 and 2 Above	Moins le total des paragraphes 1 et 2	$ 1,978.65
Total Claimed	Total Demandé	$ 181.50
Less Advance	Moins L'avance	
Amount due Receiver General of Canada	Total dû au Receveur général du Canada	
AMOUNT DUE CLAIMANT	TOTAL DÛ AU REQUÉRANT	$ 181.50

Type Particulars - Details

3

Hotel paid by L. MacKenzie - Return flight to Ottawa paid by HoC

PAYMENT RECORD - ENREGISTREMENT DU PAIEMENT

Type 7	2 Sub Type 80	5 P.R.I. CIDP	8 Amount - Montant 181.50	14 Requisition No. / N° de la demande	15 Supplier Indicator / Indicateur du fournisseur 0	17 Due Date / Date d'échéance Y-A M D-J

Type 4 — ACCOUNTING INFORMATION - RENSEIGNEMENTS DE LA COMPTABILITÉ

2 Sub Type	3 Dept. Ref. No. / N° de réf. min.	5 Coding - Codage	6 Amount - Montant	CR-CT
	300259975-04	1524-11050-4010		
	7 Description		8 Fin. Encumbrance No. / N° de la charge financière	
2	3	5	6	
	7		8	
2	3	5	6	
	7		8	

Dept. Pre-Audit and Account Verification. / Vérification de la comptabilité au niveau du ministère

Signature

Verified correct - Vérifié conforme

Signature

TOTAL ▶

Requisitioned for payment pursuant to section 33 of the Financial Administration Act and Certified in accordance with section 7 of the Payment Requisitioning Regulations

Demandé pour paiement conformément à l'article 33 de la Loi sur la gestion des finances publiques, et certifié aux termes de l'article 7 du Règlement sur les réquisitions de paiements.

Signature

Services Officer - Agent des services

Signature

20 Cheque No. - N° de chèque — 21 Date Y-A M D-J

GC 73 (2014/03) 7540-21-910-7366

Record of Travel Expenses

Personal Record Identifier	Travel Number
Vendor	JWR Apr. 24-26 2016
Name 300259975	
Hon. Jody Wilson Raybould	

s.19(1)

DATE	ARRIVAL TIME-DEPART URE	DETAILS	DISTANCE Miles/KM	PREPAID Transpo-rtation	PREPAID Other	OUT OF POCKET Transpor-tation	OUT OF POCKET Accomm-odation	OUT OF POCKET Meals	OUT OF POCKET Other
2016-04-24	13:25	Flight -Ott-Cal-Van		1,666.53					
		Lunch, & Inc.						17.00	17.30
2016-04-25		Breakfast, Lunch, Dinner & Inc.						78.80	17.30
2016-04-26		Breakfast, Lunch & Inc.						33.80	17.30
		Hotel (paid by			312.12				
			TOTAL	**1,666.53**	**312.12**	**0.00**	**0.00**	**129.60**	**51.90**
			Grd Total	2,160.15					

		Exchange Rate	
Breakfast	16.80		0.00
Lunch	17.00		0.00
Dinner	45.00		0.00
	78.80		**0.00**
Inc.	17.30		0.00

s.19(1)

Travel Expenses

Traveler's Name: JWR (Minister)
Trip Purpose: Cabinet Retreat.
Destination: Calgary, AB (Kananaskis, AB).
Departure date: Apr 24 /16.
Return date: May 1 /16

Departure time (from home/work): Ott · Cal · VAN
Are meals provided on flight/train: Yes / No

Multiple destination details
Are meals provided on flight/train: Yes / No

Arrival time (end of travel status)
Are meals provided on flight/train: Yes / No

Allocation - Claimed Meals & Incidental

DATE	BREAKFAST	LUNCH	DINNER	INCIDENTALS
Sunday April 24	—	✓	—	✓
Monday April 25	✓	✓	✓	✓
Tuesday April 26	✓	✓	—	✓

Additional comments

* In Vancouver for meetings after cabinet Retreat *
Hotel paid by [redacted] / Return flight to Ottawa covered by HoC

PLEASE ATTACH RECEIPTS	Provided	Prepaid Expenses
Flight/Train		
Accommodation		
Taxis		
Other		

Administrative Verifications	
Meals on Hotel	
Other exp. on Hotel	
Sec. 32 > Sec.34	

Completed by: ________
Date: ________

McCORD TRAVEL MANAGEMENT

s.19(1)

Invoice

HON. JODY WILSON-RAYBOULD
MINISTER OF JUSTICE
284 WELLINGTON ST
EMB 4TH FLOOR
OTTAWA, ON K1A 0H8
CANADA

Invoice No: 458648
Invoice Date: 11 Apr 2016
Client No: 713
Agent:
PNR: MFGCV5

Passenger(s) WILSONRAYBOULD/JODY MS

FLIGHT INFORMATION

A/L	FLIGHT	DEPART DATE/TIME	ARRIVAL DATE/TIME	ITINERARY
AC	00113	24Apr16 08:45 am	24Apr16 11:14 am	OTTAWA INTL - CALGARY INTL

REFERENCE / SALE DESCRIPTION	BASE FARE	GST/ HST	OTHER TAXES	TOTAL
SERVICE FEE SERVICE FEE	39.50	5.14	0.00	44.64
Ticket # 1613314955 for WILSONRAYBOULD/JODY MS	1,071.00	143.15	30.12	1,244.27

Total Fares:	1,110.50
Total Taxes:	30.12
Total GST/HST:	148.29
Invoice Total:	**1,288.91**
Payment(s):	
Balance Due (CAD):	**1,288.91**

+++ AIR TICKET PLUS SERVICE FEE (LATITUDE ECONOMY CLASS FARE) +++

TKT: 014 1613 314955 NAME: WILSONRAYBOULD/JODYMS
FF:
ISSUED: 11APR16 FOP:INV
PSEUDO: 2GU4 PLATING CARRIER: AC ISO: CA IATA: 67502982
USE CR FLT CLS DATE BRDOFF TIME ST F/B FARE CPN
USED AC 113 B 24APR YOWYYC 0845A OK B7SLTC 1

FARE: CAD 1071.00 TAX: 7.12 CA TAX: 143.15 RC
TAX: 23.00 SQ TOTAL: CAD 1244.27
AC ONLY

24APR YOW AC YYC Q30.00Q20.00Q3.00 1018.00CAD1071.0
0END
)>RLOC 1V MFGCV5

>

s.19(1)

McCORD TRAVEL MANAGEMENT

Invoice

HON. JODY WILSON-RAYBOULD
MINISTER OF JUSTICE
284 WELLINGTON ST
EMB 4TH FLOOR
OTTAWA, ON K1A 0H8
CANADA

Invoice No: 458648
Invoice Date: 11 Apr 2016
Client No: 713
Agent:
PNR: MFGCV5

Passenger(s) WILSONRAYBOULD/JODY MS

TERMS AND CONDITIONS

Out of province medical insurance as well as trip cancellation insurance has been offered to the passengers and declined unless otherwise stated above. The contract permits price increases. No price increases are permitted after the customer has paid in full. If the price increase is more than 7%, except increases resulting from an increase in retail sales tax or GST cumulative increase, the customer has the right to cancel the contract and obtain a full refund.

Passengers are responsible to obtain the necessary documentation(s) such as: (i) Valid passport, (ii) required entry visa, and (iii) medical immunization, vaccination, etc. Please note that entry to another country may be refused even if the required information and travel documents are complete.
Living standards and practices at the destination and standards and conditions there with respect to the provision of utilities, services and accommodation may differ from those found in Canada.
If your travel agent booked via a tour operator, further terms and conditions may be found in the tour operator's brochure.

McCORD TRAVEL MANAGEMENT

s.19(1)

Invoice

HON. JODY WILSON-RAYBOULD
MINISTER OF JUSTICE
284 WELLINGTON ST
EMB 4TH FLOOR
OTTAWA, ON K1A 0H8
CANADA

Invoice No: 458652
Invoice Date: 11 Apr 2016
Client No: 713
Agent:
PNR: LSM7B4

Passenger(s) WILSONRAYBOULD/JODY MS

FLIGHT INFORMATION

A/L	FLIGHT	DEPART DATE/TIME	ARRIVAL DATE/TIME	ITINERARY
AC	00215	26Apr16 01:35 pm	26Apr16 02:05 pm	CALGARY INTL - VANCOUVER INTL

REFERENCE / SALE DESCRIPTION	BASE FARE	GST/ HST	OTHER TAXES	TOTAL
SERVICE FEE SERVICE FEE	39.50	5.14	0.00	44.64
Ticket # 1613314956 for WILSONRAYBOULD/JODY MS	205.00	12.11	37.12	254.23

Total Fares:	244.50
Total Taxes:	37.12
Total GST/HST:	17.25
Invoice Total:	**298.87**
Payment(s):	
Balance Due (CAD):	**298.87**

+++ AIR TICKET PLUS SERVICE FEE (TANGO ECONOMY CLASS FARE) +++
+++ FLIGHT TIME CHANGE TRAVEL ON INVOICE 459581 +++

```
TKT: 014 1613 314956    NAME: WILSONRAYBOULD/JODYMS
 FF:
ISSUED: 11APR16       FOP:INV
PSEUDO: 2GU4  PLATING CARRIER: AC  ISO: CA  IATA: 67502982
  USE  CR FLT  CLS  DATE BRDOFF TIME  ST F/B       FARE  CPN
  EXCH AC  215  G  26APR YYCYVR 0135P OK G10WTPB          1
                    NVB26APR NVA26APR

FARE: CAD  205.00 TAX:    7.12 CA TAX:    12.11 XG
TAX:   30.00 SQ TOTAL: CAD  254.23
  AC ONLY-NON-REF-CHGE FEE

26APR YYC AC YVR Q15.00Q3.00 187.00CAD205.00END
)> RLOC 1V LSM7B4

>
```

McCORD TRAVEL MANAGEMENT

s.19(1)

Invoice

HON. JODY WILSON-RAYBOULD
MINISTER OF JUSTICE
284 WELLINGTON ST
EMB 4TH FLOOR
OTTAWA, ON K1A 0H8
CANADA

Invoice No: 458652
Invoice Date: 11 Apr 2016
Client No: 713
Agent:
PNR: LSM7B4

Passenger(s) WILSONRAYBOULD/JODY MS

TERMS AND CONDITIONS

Out of province medical insurance as well as trip cancellation insurance has been offered to the passengers and declined unless otherwise stated above. The contract permits price increases. No price increases are permitted after the customer has paid in full. If the price increase is more than 7%, except increases resulting from an increase in retail sales tax or GST cumulative increase, the customer has the right to cancel the contract and obtain a full refund.

Passengers are responsible to obtain the necessary documentation(s) such as: (i) Valid passport, (ii) required entry visa, and (iii) medical immunization, vaccination. etc. Please note that entry to another country may be refused even if the required information and travel documents are complete.
Living standards and practices at the destination and standards and conditions there with respect to the provision of utilities, services and accommodation may differ from those found in Canada.
If your travel agent booked via a tour operator, further terms and conditions may be found in the tour operator's brochure.

McCORD TRAVEL MANAGEMENT

s.19(1)

Invoice

HON. JODY WILSON-RAYBOULD
MINISTER OF JUSTICE
284 WELLINGTON ST
EMB 4TH FLOOR
OTTAWA, ON K1A 0H8
CANADA

Invoice No: 459581
Invoice Date: 16 Apr 2016
Client No: 713
Agent:
PNR: LSM7B4

Passenger(s) WILSONRAYBOULD/JODY MS

FLIGHT INFORMATION

A/L	FLIGHT	DEPART DATE/TIME	ARRIVAL DATE/TIME	ITINERARY
AC	00219	26Apr16 03:15 pm	26Apr16 03:45 pm	CALGARY INTL - VANCOUVER INTL

REFERENCE / SALE DESCRIPTION	BASE FARE	GST/ HST	OTHER TAXES	TOTAL
Ticket # 1613453646 for WILSONRAYBOULD/JODY MS	0.00	3.75	0.00	3.75

	Total Fares:	0.00
	Total Taxes:	0.00
	Total GST/HST:	3.75
	Penalties:	75.00
	Invoice Total:	**78.75**
	Payment(s):	
18 Apr 16	Cheque MCCORD	78.75
	Total Payments:	**78.75**
	Balance Due (CAD):	**0.00**

+++ FLIGHT TIME CHANGE FROM INVOICE 458652 +++
+++ 78.75 CHANGE FEE +++

```
TKT: 014 1613 453646    NAME: WILSONRAYBOULD/JODYMS
 FF:
ISSUED: 16APR16        FOP:CHEQUE/EXCH
PSEUDO: 2GU4  PLATING CARRIER: AC  ISO: CA  IATA: 67502982
  USE  CR FLT  CLS  DATE BRDOFF TIME  ST F/B       FARE  CPN
  USED AC  219  G  26APR YYCYVR 0315P OK G10WLTPB        1
                   NVB26APR NVA26APR

FARE: CAD 205.00 TAX:   7.12 CA TAX:   12.11 XG
TAX:   30.00 SQ TOTAL: CAD  254.23
  AC ONLY-NON-REF-CHGE FEE

26APR YYC AC YVR Q15.00Q3.00 187.00CAD205.00END A/C
)> 78.75
EXCHANGED FOR: 0141613314956
ORIGINAL ISSUE: 0141613314956YOW11APR1667502982
RLOC 1V LSM7B4

>
```

McCORD TRAVEL MANAGEMENT

s.19(1)

Invoice

HON. JODY WILSON-RAYBOULD
MINISTER OF JUSTICE
284 WELLINGTON ST
EMB 4TH FLOOR
OTTAWA, ON K1A 0H8
CANADA

Invoice No: 459581
Invoice Date: 16 Apr 2016
Client No: 713
Agent:
PNR: LSM7B4

Passenger(s) WILSONRAYBOULD/JODY MS

TERMS AND CONDITIONS

Out of province medical insurance as well as trip cancellation insurance has been offered to the passengers and declined unless otherwise stated above. The contract permits price increases. No price increases are permitted after the customer has paid in full. If the price increase is more than 7%, except increases resulting from an increase in retail sales tax or GST cumulative increase, the customer has the right to cancel the contract and obtain a full refund.

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If your travel agent booked via a tour operator, further terms and conditions may be found in the tour operator's brochure.

(9) HOSPITALITY - APR 27, 2016 AMEND

9

Department of Justice Canada | Ministère de la Justice Canada

HOSPITALITY CLAIM
DEMANDE DE REMBOURSEMENT DE DÉPENSES D'ACCUEIL

s.19(1)

Function - L'évènement	Date of Function / Date de l'évènement	Place(s) of Function - Lieu(x) de l'évènement
Vancouver ministerial meeting Medical Assistance in Dying	Y-A M D-J 2016 04 27	Earls Restaurants Vancouver

Date	Type	Participants: Gov't of Canada / Gouv. du Canada	Participants: Others / Autres	Actual Cost - Coût réel: Total Attendees / Total des prticipants	Actual Cost - Coût réel: Per Capita Cost / Coût individuel	A Total Cost / Coût total
2016/04/27	lunch		3	3	$24.44	$73.31
				Totals / Totaux	$24.44	$73.31

Date	Type (Other than food & beverage) / Type (Autres que nourriture et boissons)	Number of Items / Nombre d'articles	Cost per Item / Coût par article	B Total Cost / Coût total	A+B Total Hospitality Cost / Coût total de l'accueil
					$73.31

Remarks - Remarques

- No agenda provided

Minister (Jody Wilson-Raybould)
Chief of Staff [redacted]
Parliamentary Secretary (Sean Casey)

Payee Name - Nom du bénéficiaire						Vendor Code - Code fournisseur	
Jody Wilson-Raybould						78959403	
Commitment No. / N° d'engagement	Cost Center / Centre de coût	Fund - Fonds	Functional Area / Domaine fonctionnel	Order - Ordre	GL - Compte général (2015 / 2401)	Amount including Tax / Montant incluant taxe	GST / HST / TPS / TVH
	11050	15	4010		2401	73.31	

Payee Name - Nom du bénéficiaire						Vendor Code - Code fournisseur	
Commitment No. / N° d'engagement	Cost Center / Centre de coût	Fund - Fonds	Functional Area / Domaine fonctionnel	Order - Ordre	GL - Compte général (2015 / 2401)	Amount including Tax / Montant incluant taxe	GST / HST / TPS / TVH

Prepared by (*Type or print*) - Préparé par (*Dactylographier ou en caractères d'imprimerie*)	Tel. No. - N° de tél.	Date
Anne Grenier	(613) 404-5682	2016/05/25

Certified pursuant to Section 34 of the *Financial Administration Act*. Certifié en vertu de l'article 34 de la *Loi sur la gestion des finances publiques*.

Title - Titre

The Honorable Jody Wilson-Raybould

Signature [signed] Date

JUS 145-2 (2011/11)

Department of Justice Canada | Ministère de la Justice Canada

HOSPITALITY CLAIM — DEMANDE DE REMBOURSEMENT DE DÉPENSES D'ACCUEIL

s.19(1)

Function - L'évènement	Date of Function / Date de l'évènement (Y-A M D-J)	Place(s) of Function - Lieu(x) de l'évènement
Vancouver ministerial meeting	2016 04 27	Earls Restaurants Vancouver

Date	Type	Participants: Gov't of Canada / Gouv. du Canada	Participants: Others / Autres	Actual Cost - Coût réel: Total Attendees / Total des prticipants	Actual Cost - Coût réel: Per Capita Cost / Coût individuel	A Total Cost / Coût total
2016/04/27	lunch		3	3	$24.44	$73.31
				Totals / Totaux	$24.44	$73.31

Date	Type (Other than food & beverage) / Type (Autres que nourriture et boissons)	Number of Items / Nombre d'articles	Cost per Item / Coût par article	B Total Cost / Coût total	A+B Total Hospitality Cost / Coût total de l'accueil
					$73.31

Remarks - Remarques

Minister (Jody Wilson-Raybould)
Chief of Staff (
Parliamentary Secretary (Sean Casey)

Sent to Finance 03/06/2016
Copy sent to CDO-3020

Payee Name - Nom du bénéficiaire						Vendor Code - Code fournisseur	
Jody Wilson-Raybould						143712	
Commitment No. / N° d'engagement	Cost Center / Centre de coût	Fund - Fonds	Functional Area / Domaine fonctionnel	Order - Ordre	GL - Compte général (2015 / 2401)	Amount including Tax / Montant incluant taxe	GST / HST / TPS / TVH
	11050	15	4010		2401	73.31	

Payee Name - Nom du bénéficiaire						Vendor Code - Code fournisseur	
Commitment No. / N° d'engagement	Cost Center / Centre de coût	Fund - Fonds	Functional Area / Domaine fonctionnel	Order - Ordre	GL - Compte général (2015 / 2401)	Amount including Tax / Montant incluant taxe	GST / HST / TPS / TVH

Prepared by (*Type or print*) - Préparé par (*Dactylographier ou en caractères d'imprimerie*)	Tel. No. - N° de tél.	Date
Anne Grenier	(613) 404-5682	2016/05/25

Certified pursuant to Section 34 of the *Financial Administration Act*. Certifié en vertu de l'article 34 de la *Loi sur la gestion des finances publiques*.

Title - Titre: Chief of Staff

Signature

Date: - 2 JUIN 2016

JUS 145-2 (2011/11)

s.19(1)

Grenier, Anne

From: Landry, Joelle
Sent: June 6, 2016 1:04 PM
To: Grenier, Anne
Subject: FW: Lunch Apr. 27, 2016

Pour l'hospitalité.

Joëlle Landry
941-6042
EMB 4143C

From:
Sent: 2016-Jun-06 1:03 PM
To: Landry, Joelle <Joelle.Landry@justice.gc.ca>
Cc: @justice.gc.ca>
Subject: Re: Lunch Apr. 27, 2016

Medical assistance in dying.

From: Landry, Joelle
Sent: Monday, June 6, 2016 1:00 PM
To:
Cc:
Subject: Lunch Apr. 27, 2016

Hi could you please give me more information about the Lunch meeting in Vancouver. The Minister, and Sean Casey were present and on the request you had indicated that it was a Ministerial Meeting but Finance is requesting more information like a purpose or a subject matter.
Thanks

Joëlle Landry
Agente d'administration principale p.i.
Groupe du SM, Centre d'affaires

A/ Senior Administrative Officer
DM Group Business Centre

Justice Canada
284 Wellington St. - EMB 4143C
Ottawa, ON K1A 0H8
Telephone/Téléphone : 613-941-6042

s.19(1)

Hospitality

Minister
Chief of Staff [redacted]
Parliamentary Secretary
Sean Casey.

(3)

Lunch w/ CoS
+ Sean
Casey

EARLS #40 - Fir Street
1601 West Broadway
Vancouver, BC
V6J 1W9
604-736-5663

** TRANSACTION RECORD **

Tran. #: 12935
RVC: Patio
Table #: 110
Check #: 5062
Group #: 1
Employee #: 173
Employee Name: [redacted]

INTERAC Purchase
From Chequing
AID: A0000002771010

Amount	$62.58
Tip	$10.73
	==========
TOTAL	CAD$73.31

APPROVED 006343
00-001 006343
EA40WS07/EA40WD07
008001001005
2016/04/27 13:54:09

TVR: 8080008000
TSI: 6800

Customer Copy

THANK YOU
Come Again

EARLS RESTAURANTS

earls
GREAT FOOD GREAT PEOPLE

17 [redacted]

w/field greens	1.75
1 CAJUN CHICKEN	22.00
1 KALE SAL/CHK	.25
Subtotal	59.60
GST Tax	2.98
01:52PM Total	62.58

-- PLEASE PAY YOUR SERVER --

GST# 101540797

Pop	3.60
Sand	15.00
	1.75
Chicke	22.00
Kale Sal	17.25
	59.60

Lunch
April 27
Vancouver
Ministerial
meeting

Knowledge Circle

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☎: (613) 233-2112 · 🖷: (613) 233-5767
www.knowledgecircle.ca

FACTURE/INVOICE

Numéro/Number: 35675
Date: 4/30/2016
Date d'échéance : Paiement à récpeption
Due Date: Due Upon Receipt

Danielle Vaillancourt

284 Wellington, EMB-4147B
Ottawa, ON K1A 0H8

Valeur du contrat/ Contract Value:	$3,400.00
Montant(s) facturé(s)/ Billed to Date:	$136.00
Solde restant/ Remaining Balance:	$3,264.00

Participant(e): Jody Wilson-Raybould
Contrat/Contract: 4500128356
Code financier/Financial Code: 0130-15-2044-11050

Programme	Description	Qty/Qté	Unit($)	Total
F2H25B1STR09	Formation Linguistique / Second Language Training April 2016	4	$34.00	$136.00

FEUILLE DE PRESENCE CI-JOINTE/TIMESHEET ATTACHED

Renseignement sur la facturation :
Pour toute question au sujet de cette facture ou du paiement par carte de crédit, communiquez avec Finance, (613) 233-2112, poste 304.

Invoicing Information:
For information on this invoice, or to pay by credit card, please contact Finance at (613) 233-2112, ext. 304.

Sous-total/ Sub-Total:	$136.00
Taxes :	$0.00
Total/ Grand Total:	$136.00

Commentaires/Comments: 'Timesheet Attached'

GR. 5002492379

Conditions : Interêt de 2% par mois sera ajouté sur facture en souffrance.
Terms: Interest of 2% per month will be charged on overdue invoices.
TVH/HST: 87229 4905

VISA MasterCard

s.19(1)

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www.knowledgecircle.ca

FACTURE/INVOICE

Numéro/Number: 35675
Date: 4/30/2016
Date d'échéance : Paiement à récpeption
Due Date: Due Upon Receipt

Danielle Vaillancourt

284 Wellington, EMB-4147B
Ottawa, ON K1A 0H8

RECEIVED
MAY - 6 2016

Valeur du contrat/ Contract Value: $3,400.00
Montant(s) facturé(s)/ Billed to Date: $132.00
Solde restant/ Remaining Balance: $3,268.00

Participant(e): Jody Wilson-Raybould
Contrat/Contract: 4500128356
Code financier/Financial Code: 0130-15-2044-11050

Programme	Description	Qty/Qté	Unit(e)	Total
F2H25B1STR09 Wilson-Raybould	Formation Linguistique/Second Language Training April 1 - 30, 2016	4	$33.00	$132.00

3410

FEUILLE DE PRESENCE CI-JOINTE/TIMESHEET ATTACHED

Renseignement sur la facturation :
Pour toute question au sujet de cette facture ou du paiement par carte de crédit, communiquez avec Finance, (613) 233-2112, poste 304.

Invoicing Information:
For information on this invoice, or to pay by credit card, please contact Finance at (613) 233-2112, ext. 304.

Sous-total/ Sub-Total: $132.00
Taxes : $0.00
Total/ Grand Total: $132.00

Commentaires/Comments: 'Timesheet Attached'

Conditions : Interêt de 2% par mois sera ajouté sur facture en souffrance.
Terms: Interest of 2% per month will be charged on overdue invoices.
TVH/HST: 87229 4905

VISA MasterCard

Department of Justice Canada | Ministère de la Justice Canada

PAYMENT VOUCHER — BORDEREAU DE PAIEMENT

Scanned Documents / Documents numérisés ☐
Final Payment / Paiement Final ☐
Original document kept in legal file / Document original conservé dans le dossier ☐

COPY

Region - Région: NCR
Organization - Organisation: DEPUTY MINISTER'S OFFICE
Vendor code - Code fournisseur : 134710

Payee name - Nom du bénéficiaire : ARI Financial Services Inc

Address - Adresse :

Sent to Finance 11/05/16
Copy sent to CDD3020 Originale 13/5/16

Processed in IFMS Doc.# 17190012 Date 13-5-16

Date goods received or services rendered - Date de réception des produits ou services:

Date invoice received / Date de réception de la facture: May 6, 2016

CHEQUE STUB INFORMATION - INFORMATION SUR LE TALON DU CHÈQUE

Invoice number Numéro de la facture	Details Détails	Amount Montant
MDVHYV	Deputy Minister's Vehicle - Gasoline and Maintenance	421.19

ACCOUNTING INFORMATION *(FOR ADDITIONAL LINES SEE PAGE 2)* - RENSEIGNEMENTS DE LA COMPTABILITÉ *(POUR DES LIGNES SUPPLEMENTAIRES - VOIR PAGE 2)*

	GL Account Compte général	Net Amount Montant net	HST/GST TVH/TPS	QST/ TVQ	Cost center Centre de coût	Fund Fonds	Functional Area Domaine Fonctionnel	Order Ordre	Assignment Affectation	Description	Commitment PO Engagement Bon de commande	Line Item L. d'item
1	4503	268.11	20.29	17.58	12000	15	4010			Gasoline	300258239	1
2	4503	48.59	2.43	4.85	12020	15	4010			Gasoline	300258240	1
3	4503	6.40	0.83		12000	15	4010			Car Program Fee	300258239	2
	Sub-Total	$ 367.75	$ 27.57	$ 25.87								
	Sub-Total Tax Amount		$ 53.44									
	TOTAL	$ 421.19										

The following boxes must be check by the verifier - Les cases suivantes doivent être cochée par le vérificateur

☐ Services Rendered/Goods Supplied / Services rendus/marchandises livrées
☐ Contract.Terms Met / Rencontre les Termes du contrat
☐ Supporting documentation / Documentation à l'appui

Account Verified - Name / Compte Vérifié - Nom	Signature	Date Y-A M D-J

Prepared by - Name / Préparé par - Nom	Date Y-A	M	D-J	G/R:
Sylvie Crispin	2016	05	06	

CERTIFIED PURSUANT TO SECTION 34 OF THE *FINANCIAL ADMINISTRATION ACT* - CERTIFIÉ EN VERTU DE L'ARTICLE 34 DE *LA LOI SUR LES FINANCES PUBLIQUES*

Name - Nom	Signature	Date Y-A M D-J
Stéphanie Poliquin - Chief of Staff - DMO	[signature]	2016 05 10

JUS 396-4 (2014/01)

ACCOUNTING INFORMATION *(FOR ADDITIONAL LINES SEE PAGE 2)* - **RENSEIGNEMENTS DE LA COMPTABILITÉ** *(POUR DES LIGNES SUPPLÉMENTAIRES - VOIR PAGE 2)*

	GL Account Compte général	Net Amount Montant net	HST/GST TVH/TPS	QST/ TVQ	Cost center Centre de coût	Fund Fonds	Functional Area Domaine Fonctionnel	Order Ordre	Assignment Affectation	Description	Commitment PO Engagement Bon de commande	Line Item L. d'item
4	4620	25.36	2.10	2.71	12000	15	4010			Repair & Maintenance	300258239	3
5	4620	19.29	1.92	0.73	12020	15	4010			Repair & Maintenance	300258240	3
6												
7												
8												
9												
10												
11												
12												
13												
14												
15												
16												
17												
18												

s.18(a)

Ultramar

253 St-René o. TPS: 835860131
Gatineau TVQ: 1219927297
Qc J8P 2V7
DATE: 2016-03-29 HEURE: 06:06
No STATN: 03227 No TRANS.: 316415

No MARCHAND: 20322745704
No PLAQUE: ________

CARBURANT	(L)	($/L)	($)
Distr. 4			
Ordinaire	56.249	0.914	51.41#

Taxes sur 56.249 Litres de Carb. Ordinaire
TPS: 5.000% = $2.24
TVQ: 9.975% = $4.46
Total des taxes: = $6.70

#TAXES INCLUSES *TAXES EXCLUES

TOTAL $ 51.41
ACHAT ARI 51.41

Achat
AR [redacted] G
TERMID: 03227BE1
No FACTURE: 00006509
REF: 351001001003
ACI ISO 001/00
APPROUVÉE 060656

Notre mission:
Combler plus de clients chaque jour

2 JOURS D'ÉCONOMIES AVEC LES JEUDREDIS SUPRÊME! ÉCONOMISEZ 3 ¢/L SUR L'ESSENCE SUPRÊME LES JEUDIS ET VENDREDIS.

060428

Canadian Tire #1335
2201 Greenbank Rd.
Nepean, Ontario
K2J 4Y6
613-825-2766

2016-04-01 08:08:00 TRANS #: 003015
HST: R100773019
Paypoint : 01K

FUEL	(L)	($/L)	($)
Pump 2			
Regular	57.062	0.969	55.29

PRODUCT	QTY	PRICE	AMOUNT
CW Bas W/Gas	1	7.49	7.49
	HST	13.000 %	0.97

HST INCLUDED IN FUEL $ 6.36

TOTAL $ 63.75

ARIGOV [redacted] S

TERMID: 1335P001
INVOICE NO: 000607
APPROVED 398894

Become a Member of the My Canadian Tire 'Money' program today at www.canadiantire.ca. Collect e-CT 'Money' to redeem at Canadian Tire.

THANK YOU FROM
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AND WIN $1000 DAILYY
@ TELLCDNTIREGAS.COM
OR 1-888-431-5596

-- IMPORTANT --

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--- Customer's Copy ---

Ultramar

253 St-René o. TPS: 835860131
Gatineau TVQ: 1219927297
Qc J8P 2V7
DATE: 2016-04-07 HEURE: 13:43
No STATN: 03227 No TRANS.: 322977

No MARCHAND: 20322745704
No PLAQUE: ________

CARBURANT	(L)	($/L)	($)
Distr. 1			
Ordinaire	67.514	0.939	63.40#

PRODUIT	QTÉ	PRIX	MONTANT
LAVE GLACE 40 3.78	1	4.79	4.79*

Taxes sur 67.514 Litres de Carb. Ordinaire
TPS: 5.000% = $2.76
TVQ: 9.975% = $5.50
Total des taxes: = $8.26

Taxes sur tous les autres produits
Total TPS: $0.24 Total TVQ: $0.48

#TAXES INCLUSES *TAXES EXCLUES

TOTAL $ 68.91
ACHAT ARI 68.91

Achat
AR [redacted] G
TERMID: 03227BE1
No FACTURE: 00009355
REF: 383001001032
ACI ISO 001/00
APPROUVÉE 134311

Notre mission:
Combler plus de clients chaque jour

2 JOURS D'ÉCONOMIES AVEC LES JEUDREDIS SUPRÊME! ÉCONOMISEZ 3 ¢/L SUR L'ESSENCE SUPRÊME LES JEUDIS ET VENDREDIS.

134132

s.18(a)

15488 (6)

Ultramar

320 Greber TPS: 835860131
Gatineau,Qc TVQ: 1219927297
J8T 5R3
DATE: 2016-04-13 HEURE: 08:08
No STATN: 24692 No TRANS.: 678816

No MARCHAND: 22469245704
No PLAQUE: ________

CARBURANT	(L)	($/L)	($)
Distr. 1			
Regulier	53.783	1.049	56.42#

PRODUIT	QTÉ	PRIX	MONTANT
L.AUTO BASE AE-C.W	1	6.99	6.99*

Taxes sur 53.783 Litres de Carb. Regulier
TPS: 5.000% = $2.45
TVQ: 9.975% = $4.89
Total des taxes: = $7.34

Taxes sur tous les autres produits
Total TPS: $0.35 Total TVQ: $0.70

#TAXES INCLUSES *TAXES EXCLUES

TOTAL $ 64.46
ACHAT ARI 64.46

Achat
ARI [redacted] G
TERMID: 24692BE1
No FACTURE: 00001907
RÉF: 421001001006
ACI/ISO 001/00
APPROUVÉE 080808

Notre mission:
Combler plus de clients chaque jour

2 JOURS D'ÉCONOMIES
AVEC LES
JEUDREDIS SUPREME!
ÉCONOMISEZ 3 CENTS/L
D'ESSENCE SUPREME
LES JEUDIS ET
VENDREDIS.

080528

13400 ①

SHELL
** **
620 MALONEY OUEST
- GATINEAU, QC
J8T 8K7 TEL: 819-243-3353

Taxe	Description	Qté	Montant
FP	Bronze N°1		
	42.317 L @ 0,949$/ L		40,16$
FP	LAV EXTRA AVEC ESS	1	11,99$

Total partiel		52,15$
Montant TPS	Taxable	11,99$
TPS	Taxe	0,60$
Montant TVP	Taxable	11,99$
TVP	Taxe	1,20$

Total 53,95$

ARI CANADA: 53,95$
Monnaie 0,00$

00 APPROUVÉE - MERCI 001

ARI CANADA [redacted]
TERMINAL N° 89205602
ACHAT S
FACT N° 2056024807

COMPT KIL N° 13400

X____________________ 375825

Le Titulaire versera ce montant à l'émetteur conformément au contrat adhérent

IMPORTANT
conserver cette copie pour vos dossiers

CARBURANT INCLUS TPS 1,75$
CARBURANT INCLUS TVP 3,48$

TPS	- Carburant - N°	825827686 RT
TVP	- Carburant - N°	4018058125 TQ
TPS	- March - QC N°	140717059
TVP	- March - QC* N°	1017917931

Code lavage

MERCI
Questions? 1-800-661-1600

Poste	Tran	Magasin	Opér	2016/03/18
2	062107C20560		CAI	06:07:31

13787 ②

s.18(a)

PETRO-CANADA
676 SOMERSET ST
OTTAWA
ONTARIO K1R 6P4
61323795550

F-HST 879156412
P-HST 86327011
PC0001003:0055501
TERMINAL: 050055553
PAYPOINT: 050055501

2016-03-22 08:34

PUMP	03
REGULAR	
LITRES	L 56.060
PRICE/L	$ 0.929
FUEL SALES	$ 52.08*

TOTAL OWED $ 52.08

TOTAL PAID
CREDIT CARD $ 52.08

* F-HST INCL$ 2.30
* P-HST INCL$ 3.69

ARI CANADA
[redacted] S
INVOICE 241925
AUTH 634266
APPROVED
THANK YOU

-- IMPORTANT --
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ORIGINAL

ARI FINANCIAL SERVICES INC.
SERVICES FINANCIERS ARI INC.
1270 CENTRAL PARKWAY WEST
SUITE 600
MISSISSAUGA, ONTARIO L5C4P4
Automotive Resources International
TEL: (905) 803-8000
TOLL FREE / SANS FRAIS (800) 361-5882
FAX / TELECOPIEUR: (905) 803-8644

MISC. INVOICE / FACTURE D'ENTRETIEN

GST REG / TPS NO: #136025582RT
QST REG / TVQ NO: #1015619615

CLIENT CODE / NO DE CLIENT:	4G21-17	INVOICE NO / NO DE FACTURE:	MDVHYV
DUE DATE / DATE D'ECHEANCE:	05/31/16	INVOICE DATE / DATE DE LA FACTURE:	04/26/16

RECEIVED MAY - 6 2016

PAGE 0001

UNIT / UNITE	ITEM / ARTICLE	DATE	DESCRIPTION		AMOUNT / MONTANT
005 -339226	NATIONAL ACCOUNT VENDOR REBATE	04/21/2016	JE- 2212041 57150189		4.65-
005 -339226	HST -CANADIAN TAX ACCT/	05/01/2016	JE- 2213457 HST CHG ON MTHLY SVC		.83
005 -339226	TMS&FUEL - SGT ESSENCE SPEC/	05/01/2016	JE- 2213457 MTHLY TMS - SGT CHRG		6.40
	GST= SUB-TOT=	1.75			
	HST= .83			SUB-TOTAL	2.58
005 -339226	GASOLINE/ESSENCE TYPE: UNLEAD	03/18/2016	PR: PQ VEND: SHELL CA REF#: 2056024807	CC#: 60800005791	31.14
005 -339226	MISC SERVICE/SERVICE DIVERS	03/18/2016	PR: PQ VEND: SHELL CA REF#: 2056024807	CC#: 60800005791	10.95
005 -339226	GST CHARGEBACKS/TPS	03/18/2016	GST- FUEL	CC#: 60800005791	1.56
005 -339226	GST CHARGEBACKS/TPS	03/18/2016	GST- MAINT	CC#: 60800005791	.55
005 -339226	QST/TAXE QC REMBOURSABLE	03/18/2016	QST- FUEL	CC#: 60800005791	3.11
005 -339226	QST/TAXE QC REMBOURSABLE	03/18/2016	QST- MAINT	CC#: 60800005791	1.09
005 -339226	GASOLINE/ESSENCE TYPE: UNLEAD	03/22/2016	PR: ON VEND: PETRO CA REF#: 00241925	CC#: 60800005791	44.25
005 -339226	HST -CANADIAN TAX ACCT/	03/22/2016	HST- FUEL	CC#: 60800005791	5.75
005 -339226	GASOLINE/ESSENCE TYPE: UNLEAD	03/29/2016	PR: PQ VEND: CST CANA REF#: 51116	CC#: 60800005791	43.49
005 -339226	GST CHARGEBACKS/TPS	03/29/2016	GST- FUEL	CC#: 60800005791	2.17
005 -339226	QST/TAXE QC REMBOURSABLE	03/29/2016	QST- FUEL	CC#: 60800005791	4.34
005 -339226	GASOLINE/ESSENCE TYPE: UNLEAD	04/01/2016	PR: ON VEND: CANADIAN REF#: 000607	CC#: 60800005791	47.66
005 -339226	MISC SERVICE/SERVICE DIVERS	04/01/2016	PR: ON VEND: CANADIAN REF#: 000607	CC#: 60800005791	7.49
005 -339226	HST -CANADIAN TAX ACCT/	04/01/2016	HST- FUEL	CC#: 60800005791	6.20
005 -339226	HST -CANADIAN TAX ACCT/	04/01/2016	HST- MAINT	CC#: 60800005791	.97
005 -339226	GASOLINE/ESSENCE TYPE: UNLEAD	04/07/2016	PR: PQ VEND: CST CANA REF#: 58758	CC#: 60800005791	53.68
005 -339226	MISC SERVICE/SERVICE DIVERS	04/07/2016	PR: PQ VEND: CST CANA REF#: 58758	CC#: 60800005791	4.70
005 -339226	GST CHARGEBACKS/TPS	04/07/2016	GST- MAINT	CC#: 60800005791	.24
005 -339226	GST CHARGEBACKS/TPS	04/07/2016	GST- FUEL	CC#: 60800005791	2.68
005 -339226	QST/TAXE QC REMBOURSABLE	04/07/2016	QST- MAINT	CC#: 60800005791	.47
005 -339226	QST/TAXE QC REMBOURSABLE	04/07/2016	QST- FUEL	CC#: 60800005791	5.35
005 -339226	GASOLINE/ESSENCE TYPE: UNLEAD	04/13/2016	PR: PQ VEND: CST CANA REF#: 63521	CC#: 60800005791	47.90
005 -339226	MISC SERVICE/SERVICE DIVERS	04/13/2016	PR: PQ VEND: CST CANA REF#: 63521	CC#: 60800005791	6.87
005 -339226	GST CHARGEBACKS/TPS	04/13/2016	GST- MAINT	CC#: 60800005791	.34
005 -339226	GST CHARGEBACKS/TPS	04/13/2016	GST- FUEL	CC#: 60800005791	2.40
005 -339226	QST/TAXE QC REMBOURSABLE	04/13/2016	QST- MAINT	CC#: 60800005791	.68
005 -339226	QST/TAXE QC REMBOURSABLE	04/13/2016	QST- FUEL	CC#: 60800005791	4.78
005 -339226	GASOLINE/ESSENCE TYPE: UNLEAD	04/14/2016	PR: PQ VEND: SHELL CA REF#: 0372813439	CC#: 60800005791	48.58
005 -339226	MISC SERVICE/SERVICE DIVERS	04/14/2016	PR: PQ VEND: SHELL CA REF#: 0372813439	CC#: 60800005791	7.30
005 -339226	GST CHARGEBACKS/TPS	04/14/2016	GST- FUEL	CC#: 60800005791	2.43
005 -339226	GST CHARGEBACKS/TPS	04/14/2016	GST- MAINT	CC#: 60800005791	.36
005 -339226	QST/TAXE QC REMBOURSABLE	04/14/2016	QST- FUEL	CC#: 60800005791	4.85
005 -339226	QST/TAXE QC REMBOURSABLE	04/14/2016	QST- MAINT	CC#: 60800005791	.73
	GST= 12.73 SUB-TOT=	354.01			
	HST= 12.92				
QST/TVQ:	TOTAL: 25.40 FUEL/ESSENCE:	22.43	DIESEL: MAINT/ENTRETIEN 2.97	SUB-TOTAL	405.06

MAIL TO / POSTER A:
DEPT OF JUSTICE
ATTN: SYLVIE CRISPIN
284 WELLINGTON ST, EMB-4143A
OTTAWA ON K1A 0H8

REMIT TO / REMETTRE A:
ARI FINANCIAL SERVICES T46163
P O BOX 46163
POSTAL STATION A
TORONTO ON M5W4K9

PBN:136025582PG0002

* DATE REPRESENTS PURCHASE DATE OR DATE PAID BY ARI / DATE REPRÉSENTANT DATE D'ACHAT OU DATE DE PAIEMENT PAR ARI

CF02 (07/07) 993 UNKNOWN 9A

ORIGINAL

ARI FINANCIAL SERVICES INC.
SERVICES FINANCIERS ARI INC.
1270 CENTRAL PARKWAY WEST
SUITE 600
MISSISSAUGA, ONTARIO L5C4P4
Automotive Resources International
TOLL FREE / SANS FRAIS (800) 361-5882
FAX / TELECOPIEUR: (905) 803-8644
TEL: (905) 803-8000

MISC. INVOICE / FACTURE D'ENTRETIEN

GST REG / TPS NO: #136025582RT
QST REG / TVQ NO: #1015619615

CLIENT CODE / NO DE CLIENT:	4G21-17	INVOICE NO / NO DE FACTURE:	MDVHYV
DUE DATE / DATE D'ECHEANCE:	05/31/16	INVOICE DATE / DATE DE LA FACTURE:	04/26/16

UNIT / UNITE	ITEM / ARTICLE	DATE	DESCRIPTION	AMOUNT / MONTANT
	GST= 12.73 SUB-TOT=	355.76		
	HST= 13.75		MAINT/ENTRETIEN 2.97	
QST/TVQ:	TOTAL: 25.40 FUEL/ESSENCE:	22.43	DIESEL:	
			VEHICLE TOTAL *******407.64	
	339226 CC # 6080000579176785			
		03/07/2016	PR: ON VEND: IMPERIAL REF#: KIY19792 CC#: 60800005655	11.99
005 -339710	MISC SERVICE/SERVICE DIVERS	03/07/2016	HST- MAINT CC#: 60800005655	1.56
005 -339710	HST -CANADIAN TAX ACCT/ SUB-TOT=	11.99		
	GST=			
	HST= 1.56		SUB-TOTAL	13.55
	SUB-TOT=	11.99		
	GST=			
	HST= 1.56			
			VEHICLE TOTAL *******13.55	
	1 CC # 6080000565520574			
	GST= 12.73 SUB-TOT=	367.75		
	HST= 15.31		MAINT/ENTRETIEN 2.97	
QST/TVQ:	TOTAL: 25.40 FUEL/ESSENCE:	22.43	DIESEL:	
			PLEASE PAY THIS TOTAL >	421.19

MAIL TO / POSTER A:
DEPT OF JUSTICE
ATTN: SYLVIE CRISPIN
284 WELLINGTON ST, EMB-4143A
OTTAWA ON K1A 0H8

REMIT TO / REMETTRE A:
ARI FINANCIAL SERVICES T46163
P O BOX 46163
POSTAL STATION A
TORONTO ON M5W4K9

PBN:136025582PG0002

* DATE REPRESENTS PURCHASE DATE REPRÉSENTANT DATE D'ACHAT

ORIGINAL

ARI FINANCIAL SERVICES INC.
SERVICES FINANCIERS ARI INC.
1270 CENTRAL PARKWAY WEST
SUITE 600
MISSISSAUGA, ONTARIO L5C4P4
Automotive Resources International
TEL: (905) 803-8000
TOLL FREE / SANS FRAIS (800) 361-5882
FAX / TELECOPIEUR: (905) 803-8644

MISC. INVOICE / FACTURE D'ENTRETIEN

GST REG / TPS NO: #136025582RT
QST REG / TVQ NO: #1015619615

CLIENT CODE / NO DE CLIENT:	4G21-17	INVOICE NO / NO DE FACTURE:	MDVHYV
DUE DATE / DATE D'ECHEANCE:	05/31/16	INVOICE DATE / DATE DE LA FACTURE:	04/26/16

SUMMARY PAGE TOTAL FOR SUB DIVISION 005

TAXES	53.44		
GST CHARGEBACKS/TPS	12.73	HST -CANADIAN TAX ACCT/	15.31
QST-MAINT/ENTRETIEN	25.40		
PROGRAM FEES	6.40		
TMS&FUEL - SGT ESSENCE SPEC/	6.40		
REPAIR & MAINTENANCE	49.30		
MISC SERVICE/SERVICE DIVERS	49.30		
FUEL	316.70		
GASOLINE/ESSENCE	316.70		
ACCIDENT REPAIRS	4.65-		
NATIONAL ACCOUNT VENDOR REBATE	4.65-		

SUMMARY TOTAL: 421.19

MAIL TO / POSTER A:
DEPT OF JUSTICE
ATTN: SYLVIE CRISPIN
284 WELLINGTON ST, EMB-4143A
OTTAWA ON K1A 0H8

REMIT TO / REMETTRE A:
ARI FINANCIAL SERVICES T46163
P O BOX 46163
POSTAL STATION A
TORONTO ON M5W4K9

PBN:136025582PG0002

* DATE REPRESENTS PURCHASE DATE OR DATE PAID BY ARI / DATE REPRÉSENTANT DATE D'ACHAT OU DATE DE PAIEMENT PAR ARI

993 UNKNOWN 9A

(20)

s.19(1)

Government of Canada / Gouvernement du Canada

Travel Expense Report — Note de Frais de Voyages

Travel No. - N° du voyage: JWR May 6-9 2016 amend 2

Type: 2

Name of Claimant - Nom du demandeur: Jody Wilson-Raybould

Department - Ministère: Justice

Branch - Direction: DM Business Center

Send Cheque to - Envoyer le chèque à l'adresse suivante: EMB 4th floor

Address - Adresse: EMB 4th floor

Telephone - Téléphone:

Purpose of Travel - But du voyage: UN Permanent Forum on Indigenous Issues/NY

EXPENSES PREPAID BY DEPARTMENT - DÉPENSES PAYÉES À L'AVANCE PAR LE MINISTÈRE

1. TRANSPORTATION / TRANSPORT ▶ Date / Time of Departure / Heure du départ ▶ May 6 15:30 — Arrival / Arrivé ▶ May 9 23:30
2. OTHER EXPENSES / AUTRES DÉPENSES ▶

AUTHORIZED ALLOWANCES - INDEMNITÉS AUTORISÉES

PRIVATE VEHICLE ALLOWANCE	INDEMNITÉ-VÉHICULE PARTICULIER ▶			
PREVIOUSLY CLAIMED THIS FISCAL YEAR	DÉJÀ RÉCLAMÉ PRÉSENT EXERCICE ▶			
THIS CLAIM	INDEMNITÉ DEMANDÉE ▶			

OR-OU

COMPREHENSIVE ALLOWANCE (Accommodation, meals and incidental expenses) / INDEMNITÉ GLOBALE (Logement, Repas et frais divers)		COMPOSITE ALLOWANCE (Meals and incidental expenses for full calendar days only) / INDEMNITÉ DÉTAILLÉE (Repas et frais divers pour les jours de calendrier complets seulement)		
RATE / TAUX ▶	days @ jours	days @ jours	days @ jours	$ 0.00
PARTIAL COMPOSITE ALLOWANCES / INDEMNITÉ DÉTAILLÉE PARTIELLE ▶ MEALS / REPAS ▶	Breakfasts / Petits déjeuners @	Lunches / Déjeuners @	Dinners / Dîners @	$ 0.00
INCIDENTAL EXPENSES / FRAIS DIVERS ▶	days @ jours	days @ jours	days @ jours	$ 0.00

OTHER ALLOWANCES (Specify) / AUTRES INDEMNITES (Précisez lesquelles)

EXPENSES NOT INCLUDED ABOVE - DÉPENSES AUTRES QUE CI-DESSUS

		Vr. No. - P. N°	
3	Vehicle Rental / Location de véhicule ▶		
4	Public Transportation / Transport en commun ▶		$ 15.29
5	Accommodation / Logement ▶		
6	Meals / Repas ▶		
7	All Other Expenses (Specify) / Autres (précisez) ▶		

I certify that the amounts included in this claim were incurred on authorized government business travel. / Je certifie que les montants faisant l'objet de la présente réclamation constituent des dépenses entraînées par des voyages pour affaires officielles.

Signature (Claimant - Demandeur) — Date Y-A M D-J

Certified pursuant to section 34 of the Financial Administration Act / Certifié en vertu de l'article 34 de la Loi sur la gestion des finances publiques

Date Y-A M D-J: 2016 07 14

Signature — Date Y-A M D-J

Total Expenses	Total des dépenses	$ 15.29
Less Total 1 and 2 Above	Moins le total des paragraphes 1 et 2	$ 0.00
Total Claimed	Total Demandé	$ 15.29
Less Advance	Moins L'avance	
Amount due Reciever General of Canada	Total dû au Receveur général du Canada	
AMOUNT DUE CLAIMANT	TOTAL DÛ AU REQUÉRANT	$ 15.29

Type Particulars - Details: 3

PAYMENT RECORD - ENREGISTREMENT DU PAIEMENT

Type 7	2 Sub Type	5 P.R.I. CIDP	8 Amount - Montant	14 Requisition No. / N° de la demande	15 Supplier Indicator / Indicateur du fournisseur	17 Due Date / Date d'échéance Y-A M D-J
	80		15.29		0	

ACCOUNTING INFORMATION - RENSEIGNEMENTS DE LA COMPTABILITÉ

Type 4

2 Sub Type	3 Dept. Ref. No. / N° de réf. min.	5 Coding - Codage	6 Amount - Montant	CR-CT
	300260398-3	1524 - 11050 - 15 - 4010	15.29	
	7 Description		8 Fin. Encumbrance No. / N° de la charge financière	
2	3	5	6	
	7		8	
2	3	5	6	
	7		8	

Dept. Pre-Audit and Account Verification. / Vérification de la comptabilité au niveau du ministère — Signature

Verified correct - Vérifié conforme — Signature

TOTAL ▶

Requisitioned for payment pursuant to section 33 of the Financial Administration Act and Certified in accordance with section 7 of the Payment Requisitioning Regulations / Demandé pour paiement conformément à l'article 33 de la Loi sur la gestion des finances publiques, et certifié aux termes de l'article 7 du Règlement sur les réquisitions de paiements. — Signature

Services Officer - Agent des services — Signature

20 Cheque No. - N° de chèque — 21 Date Y-A M D-J

GC 73 (2014/03) 7540-21-910-7366

s.19(1)

--ORIGINAL--
MED# 1829
DRIVER: 5410750
CUSTOMER COP[illegible]
05/[illegible]/1[illegible] [illegible]
START END MILES
12:23 12:35 1.2
REGULAR FARE
RATE 1:$ 9.00
EXTRA: $ 0.00
SURCH: $ 0.00
STSRCH:$ 0.50
[illegible]
[illegible]P: $ 2.00
[illegible]TAL: $ 11.80

CARD TYPE. [illegible]EX

AUTH:500495

THANKS

[illegible]5-1

May 8, 2016
New York City
trip.

11.80 @ 1.29575 = 15.29

CAD (Canadian Dollar)

Low	2016-05-06	1.2921
High	2016-05-09	1.2994

Date	CAD = Canadian Dollar	Exchange rate
2016-05-06	1.29 CAD	1.2921 [0.7739]
2016-05-09	1.30 CAD	1.2994 [0.7696]

Rate for meals - 1.29575

See Also

Daily Currency Converter (http://www.bankofcanada.ca/rates/exchange/daily-cc

Why is the Currency I'm Looking for Not Listed Here?

The Bank currently collects data for about 55 foreign currencies. This data is int a research interest in foreign exchange markets, and represents a sampling of (regions. It is not meant to be an exhaustive listing of all world currencies.

Are the Exchange Rates Shown Here Accepted by Canada I

Yes. The Agency accepts Bank of Canada exchange rates as the basis for calc expenses that are denominated in foreign currencies.

(17)

s.19(1)

Government of Canada / Gouvernement du Canada

Travel Expense Report / Note de Frais de Voyages

Field	Value
Travel No. - N° du voyage	JWR May 6-9 2016
Type	2
Name of Claimant - Nom du demandeur	Jody Wilson-Raybould
Department - Ministère	Justice
Branch - Direction	DM Business Center
Send Cheque to - Envoyer le chèque à l'adresse suivante	EMB 4th floor
Address - Adresse	EMB 4th floor
Telephone - Téléphone	
Purpose of Travel - But du voyage	UN Permanent Forum on Indigenous Issues/NY

EXPENSES PREPAID BY DEPARTMENT - DÉPENSES PAYÉES À L'AVANCE PAR LE MINISTÈRE

	Item	Details	Amount
1	TRANSPORTATION / TRANSPORT	Date / Time of Departure / Heure du départ: May 6 15:30; Arrival / Arrivé: May 9 23:30	$ 676.94
2	OTHER EXPENSES / AUTRES DÉPENSES		$ 290.22

AUTHORIZED ALLOWANCES - INDEMNITÉS AUTORISÉES

PRIVATE VEHICLE ALLOWANCE / INDEMNITÉ-VÉHICULE PARTICULIER				
PREVIOUSLY CLAIMED THIS FISCAL YEAR / DÉJÀ RÉCLAMÉ PRÉSENT EXERCICE				
THIS CLAIM / INDEMNITÉ DEMANDÉE				

OR-OU

	COMPREHENSIVE ALLOWANCE (Accommodation, meals and incidental expenses) / INDEMNITÉ GLOBALE (Logement, Repas et frais divers)	COMPOSITE ALLOWANCE (Meals and incidental expenses for full calendar days only)	INDEMNITÉ DÉTAILLÉE (Repas et frais divers pour les jours de calendrier complets seulement)	Amount
RATE / TAUX	days @ jours	days @ jours	days @ jours	$ 0.00
PARTIAL COMPOSITE ALLOWANCES / INDEMNITÉ DÉTAILLÉE PARTIELLE — MEALS / REPAS	1 Breakfasts / Petits déjeuners @ $ 21.77	1 Lunches / Déjeuners @ $ 22.03	2 Dinners / Dîners @ $ 58.31	$ 160.42
INCIDENTAL EXPENSES / FRAIS DIVERS	2 days @ jours $ 22.42	days @ jours	days @ jours	$ 44.84

OTHER ALLOWANCES (Specify) / AUTRES INDEMNITES (Précisez lesquelles)

EXPENSES NOT INCLUDED ABOVE - DÉPENSES AUTRES QUE CI-DESSUS

	Item		Vr. No. - P. N°	Amount
3	Vehicle Rental / Location de véhicule			
4	Public Transportation / Transport en commun			
5	Accommodation / Logement			
6	Meals / Repas			
7	All Other Expenses (Specify) / Autres (précisez)			

I certify that the amounts included in this claim were incurred on authorized government business travel.

Je certifie que les montants faisant l'objet de la présente réclamation constituent des dépenses entraînées par des voyages pour affaires officielles.

Signature (Claimant - Demandeur) — Date Y-A M D-J

Certified pursuant to section 34 of the Financial Administration Act / Certifié en vertu de l'article 34 de la Loi sur la gestion des finances publiques

Signature — Date Y-A M D-J: 2 JUIN 2016

Total Expenses	Total des dépenses	$ 1,172.42
Less Total 1 and 2 above	Moins le total des paragraphes 1 et 2	$ 967.16
Total Claimed	Total Demandé	$ 205.26
Less Advance	Moins L'avance	
Amount due Receiver General of Canada	Total dû au Receveur général du Canada	
AMOUNT DUE CLAIMANT	TOTAL DÛ AU REQUÉRANT	$ 205.26

Type Particulars - Détails

3

Personal travel May 6-8
S. Cooper paid for Minister's accomodation

PAYMENT RECORD - ENREGISTREMENT DU PAIEMENT

Type	2 Sub Type	5 P.R.I. CIDP	8 Amount - Montant	14 Requisition No. / N° de la demande	15 Supplier Indicator / Indicateur du fournisseur	17 Due Date / Date d'échéance Y-A M D-J
7	80		205.26		0	

Type 4 — ACCOUNTING INFORMATION - RENSEIGNEMENTS DE LA COMPTABILITÉ

2 Sub Type	3 Dept. Ref. No. / N° de réf. min.	5 Coding - Codage	6 Amount - Montant	CR-CT
	300260398-3	1524 - 11050 - 15 - 4010	205.26	
	7 Description		8 Fin. Encumbrance No. / N° de la charge financière	
2	3	5	6	
	7		8	
2	3	5	6	
	7		8	

Dept. Pre-Audit and Account Verification. / Vérification de la comptabilité au niveau du ministère

Signature

Verified correct - Vérifié conforme

Signature

TOTAL ▶

Requisitioned for payment pursuant to section 33 of the Financial Administration Act and Certified in accordance with section 7 of the Payment Requisitioning Regulations

Demandé pour paiement conformément à l'article 33 de la Loi sur la gestion des finances publiques, et certifié aux termes de l'article 7 du Règlement sur les réquisitions de paiements.

Signature

Services Officer - Agent des services

Signature

20 Cheque No. - N° de chèque — 21 Date Y-A M D-J

GC 73 (2014/03) 7540-21-910-7366

Record of Travel Expenses

Personal Record Identifier	Travel Number
Vendor	JWR May 6-9 2016
Name	
Hon. Jody Wilson Raybould	

s.19(1)

DATE	ARRIVAL TIME-DEPARTURE	DETAILS	DISTANCE Miles/KM	PREPAID Transportation	PREPAID Other	OUT OF POCKET Transportation	OUT OF POCKET Accommodation	OUT OF POCKET Meals	OUT OF POCKET Other
06/05/2016	18:40	Flight -Ott-NY		676.94					
08/05/2016		Dinner, & Inc.						58.31	22.42
09/05/2016		Breakfast, Lunch, Dinner & Inc.						102.11	22.42
		Hotel (paid by			290.22				
			TOTAL	676.94	290.22	0.00	0.00	160.42	44.84
			Grd Total	1,172.42		205.26			

		Exchange Rate	
Breakfast	16.80	1.29575	21.77
Lunch	17.00	1.29575	22.03
Dinner	45.00	1.29575	58.31
	78.80	1.29575	**102.11**
Inc.	17.30	1.29575	22.42

s.19(1)

Travel Expenses

Traveler's Name: JWR.
Trip Purpose: UN Permanent Forum on Indigenous Issues.
Destination: NYC.
Departure date: may 6/16.
Return date: may 9/16.

Departure time (from home/work) [work circled]: 15.30 AC 8666 May 6, 2016
Are meals provided on flight/train [flight circled]
Yes
No [circled]

Multiple destination details
Are meals provided on flight/train
Yes
No

Arrival time (end of travel status): 23.30 AC 8667 May 9, 2016
Are meals provided on flight/train [flight circled]
Yes
No [circled]

Allocation - Claimed Meals & Incidental

DATE	BREAKFAST	LUNCH	DINNER	INCIDENTALS
may 8/16	—	—	✓	✓
May 9/16	✓	✓	✓	✓

Additional comments

* May 6-8 - personal travel.

PLEASE ATTACH RECEIPTS	Provided	Prepaid Expenses
Flight/Train		
Accommodation		
Taxis		
Other		

Administrative Verifications	
Meals on Hotel	
Other exp. on Hotel	
Sec. 32 > Sec.34	

Completed by: [redacted]
Date: May 12, 2015'

McCORD TRAVEL MANAGEMENT

s.18(a)
s.19(1)

Invoice

HON. JODY WILSON-RAYBOULD
MINISTER OF JUSTICE
284 WELLINGTON ST
EMB 4TH FLOOR
OTTAWA, ON K1A 0H8
CANADA

Invoice No: 459560
Invoice Date: 15 Apr 2016
Client No: 713
Agent:
PNR: S955VQ

Passenger(s)
WILSONRAYBOULD/JODY MS

FLIGHT INFORMATION

A/L	FLIGHT	DEPART DATE/TIME	ARRIVAL DATE/TIME	ITINERARY
AC	08666	06May16 06:40 pm	06May16 07:57 pm	OTTAWA INTL - NEW YORK LAGUARDIA
AC	08667	09May16 09:30 pm	09May16 10:54 pm	NEW YORK LAGUARDIA - OTTAWA INTL

REFERENCE / SALE DESCRIPTION	BASE FARE	GST/ HST	OTHER TAXES	TOTAL
SERVICE FEE SERVICE FEE	78.00	10.14	0.00	88.14
Ticket # 1613453632 for WILSONRAYBOULD/JODY MS	448.00	26.00	114.80	588.80

	Total Fares:	526.00
	Total Taxes:	114.80
	Total GST/HST:	36.14
	Invoice Total:	**676.94**
	Payment(s):	
09 May 16	CC Merchant	676.94
	Total Payments:	676.94
	Balance Due (CAD):	**0.00**

+++ AIR TICKET PLUS SERVICE FEE (TANGO ECONOMY CLASS FARE) +++

```
TKT: 014 1613 453632    NAME: WILSONRAYBOULD/JODYMS
 FF:
ISSUED: 15APR16        FOP:INV
PSEUDO: 2GU4  PLATING CARRIER: AC  ISO: CA  IATA: 67502982
  USE  CR FLT  CLS  DATE BRDOFF TIME  ST F/B      FARE  CPN
  USED AC 8666  S  06MAY YOWLGA 0640P OK S21Q3TG         1
                     NVB06MAY NVA06MAY
  USED AC 8667  S  09MAY LGAYOW 0930P OK S21Q3TG         2
                     NVB09MAY NVA09MAY

FARE: CAD  448.00 TAX:   12.10 CA TAX:   23.01 XG
TAX:   105.69 XT TOTAL: CAD  588.80
  AC ONLY-NONREF-CHGFEE
)>
6MAY YOW AC NYC 224.00AC YOW 224.00CAD448.00END  XT
 45.60US 23.00SQ 9.00XY 7.20AY 7.00YC 5.10XA 2.99RC
 5.80XFLGA4.5
TOUR CODE: TANGO16
RLOC 1V S955VQ

>
```

McCORD TRAVEL MANAGEMENT

s.19(1)

Invoice

HON. JODY WILSON-RAYBOULD
MINISTER OF JUSTICE
284 WELLINGTON ST
EMB 4TH FLOOR
OTTAWA, ON K1A 0H8
CANADA

Invoice No: 459560
Invoice Date: 15 Apr 2016
Client No: 713
Agent:
PNR: S955VQ

Passenger(s)

WILSONRAYBOULD/JODY MS

TERMS AND CONDITIONS

Out of province medical insurance as well as trip cancellation insurance has been offered to the passengers and declined unless otherwise stated above. The contract permits price increases. No price increases are permitted after the customer has paid in full. If the price increase is more than 7%, except increases resulting from an increase in retail sales tax or GST cumulative increase, the customer has the right to cancel the contract and obtain a full refund.

Passengers are responsible to obtain the necessary documentation(s) such as: (i) Valid passport, (ii) required entry visa, and (iii) medical immunization, vaccination. etc. Please note that entry to another country may be refused even if the required information and travel documents are complete.
Living standards and practices at the destination and standards and conditions there with respect to the provision of utilities, services and accommodation may differ from those found in Canada.
If your travel agent booked via a tour operator, further terms and conditions may be found in the tour operator's brochure.

s.18(a)
s.19(1)

The Westin New York Grand Central
212 E. 42nd St.
New York, NY 10017
United States
Tel: 212-490-8900 Fax: 212-405-4299

WESTIN
HOTELS & RESORTS

Jody Wilson

Page Number	:	1	
Guest Number	:	916508	
Folio ID	:	B	
Arrive Date	:	06-MAY-16	22:53
Depart Date	:	09-MAY-16	16:00
No. Of Guest	:	1	
Room Number	:	3319	
Club Account	:		

Tax Invoice

Tax ID :
Westin Grand Central 09-MAY-16 08:05

Date	Reference	Description	Charges/Credits (USD)
08-MAY-16	RT3319	Room Chrg Qualified Discount	191.82
08-MAY-16	RT3319	Room Sales Tax	17.02
08-MAY-16	RT3319	Occ Tourism Tax	2.00
08-MAY-16	RT3319	NYS Javitz Ctr Tax	1.50
08-MAY-16	RT3319	City/Local Tax	11.27
09-MAY-16	MC		-223.61

For Authorization Purpose Only
xxxxxx9176

Date	Code	Authorized
09-MAY-16	080352	733.54

Approve EMV Receipt for PIN Verified
TC:6D6558834BC101CA TVR:0000008000 AID:A0000000041010
Application Label:MasterCard

** Total Charges	223.61
** Total Credits	-223.61
*** Balance	0.00

PACK LIGHT, STAY FIT - With the Westin Gear Lending program, New Balance(TM) workout gear is conveniently delivered to your room so you can keep moving. Experience it during your next stay. Learn more at westin.com/newbalance

Continued on the next page

Pre-paid by
Minister

The Westin New York Grand Central
212 E. 42nd St.
New York, NY 10017
United States
Tel: 212-490-8900 Fax: 212-405-4299

WESTIN HOTELS & RESORTS

s.19(1)

Jody Wilson

Page Number	:	2
Guest Number	:	916508
Folio ID	:	B
Arrive Date	:	06-MAY-16 22:53
Depart Date	:	09-MAY-16 16:00
No. Of Guest	:	1
Room Number	:	3319
Club Account	:	

Should you have any concern regarding your folio kindly visit www.wnycgc.com and it would be our pleasure to assist.

EXPENSE SUMMARY REPORT

Currency: USD

Date	Room & Tax	Food & Bev	Telecom	Other	Total	Payment
05-08-2016	223.61	0.00	0.00	0.00	223.61	0.00
05-09-2016	0.00	0.00	0.00	0.00	0.00	-223.61
Total	223.61	0.00	0.00	0.00	223.61	-223.61

Signature____________________

Transaction Search - Personal

All amounts are tax inclusive and displayed in their billing currency

s.19(1)

As the cardholder or delegate you are able to make adjustments to transactions shown if editable

Bank of Montreal, Statement Period 06/05/2016 to 05/06/2016

Mapped Cards

Posting Date	Tran Date	Supplier	Amount			
11/05/2016	10/05/2016	Westin Ny Grand Centra	290.22	X	!	Minister ← Hotel charge.
11/05/2016	10/05/2016	Westin Ny Grand Centra	406.66	X	!	
12/05/2016	11/05/2016	Limousine And Van Serv	371.41	X	!	
		Debit Total CAD	1,068.29			
		Credit Total CAD	0.00			
		Total CAD	1,068.29			

s.19(1)

Transaction Search - Personal

All amounts are tax inclusive and displayed in their billing currency

As the cardholder or delegate you are able to make adjustments to transactions shown if editable

Bank of Montreal, Statement Period 06/05/2016 to 05/06/2016

Mapped Cards

Posting Date	Tran Date	Supplier	Amount		
11/05/2016	10/05/2016	Westin Ny Grand Centra	290.22	X	! Minister pre paid
11/05/2016	10/05/2016	Westin Ny Grand Centra	406.66	X	!
12/05/2016	11/05/2016	Limousine And Van Serv	371.41	X	!
		Debit Total CAD	1,068.29		
		Credit Total CAD	0.00		
		Total CAD	1,068.29		

CAD (Canadian Dollar)

Low	2016-05-06	1.2921
High	2016-05-09	1.2994

Date	CAD = Canadian Dollar	Exchange rate
2016-05-06	1.29 CAD	1.2921 [0.7739]
2016-05-09	1.30 CAD	1.2994 [0.7696]

Rate for meals - 1.29575

See Also

Daily Currency Converter (http://www.bankofcanada.ca/rates/exchange/daily-cc

Why is the Currency I'm Looking for Not Listed Here?

The Bank currently collects data for about 55 foreign currencies. This data is int a research interest in foreign exchange markets, and represents a sampling of (regions. It is not meant to be an exhaustive listing of all world currencies.

Are the Exchange Rates Shown Here Accepted by Canada I

Yes. The Agency accepts Bank of Canada exchange rates as the basis for calc expenses that are denominated in foreign currencies.

BANK OF CANADA
BANQUE DU CANADA

10-Year Currency Converter

Important Notice: Effective 1 March 2017, Bank of Canada exchange rates

For more information, see the related **press release** (http://www.bankofcanada.ca/2016/02/bank-canada-announces-fu published-foreign-exchange-rate-data/) and **background informa** (http://www.bankofcanada.ca/rates/exchange/upcoming-changes-canada-foreign-exchange-rates/) .

Terms and Conditions

All Bank of Canada exchange rates are indicative rates only, obtai of transaction prices and price quotes from financial institutions. P **terms and conditions** (http://www.bankofcanada.ca/terms/#fx-rat

Conversions are based on Bank of Canada nominal noon exchan published each business day at about 12:30 ET.

View or save this data in: SDMX, XML, CSV

View data for the past:

- 1 week
- 2 weeks
- 1 month
- 3 months
- 6 months
- 1 year

1.00 USD (U.S. dollar (noon))

(18)

s.19(1)

Government of Canada / Gouvernement du Canada

Travel No. - N° du voyage: JWR May 6-9 2016 - amendment

Travel Expense Report — Note de Frais de Voyages

Type 2

Name of Claimant - Nom du demandeur: Jody Wilson-Raybould

Department - Ministère: Justice

Branch - Direction: DM Business Center

Send Cheque to - Envoyer le chèque à l'adresse suivante: EMB 4th floor

Address - Adresse: EMB 4th floor

Telephone - Téléphone:

Purpose of Travel - But du voyage: UN Permanent Forum on Indigenous Issues/NY

EXPENSES PREPAID BY DEPARTMENT - DÉPENSES PAYÉES À L'AVANCE PAR LE MINISTÈRE

1 TRANSPORTATION / TRANSPORT	Date / Time of Departure / Heure du départ: May 6 15:30 — Arrival / Arrivé: May 9 23:30	
2 OTHER EXPENSES / AUTRES DÉPENSES		

AUTHORIZED ALLOWANCES - INDEMNITÉS AUTORISÉES

PRIVATE VEHICLE ALLOWANCE / INDEMNITÉ-VÉHICULE PARTICULIER				
PREVIOUSLY CLAIMED THIS FISCAL YEAR / DÉJÀ RÉCLAMÉ PRÉSENT EXERCICE				
THIS CLAIM / INDEMNITÉ DEMANDÉE				

OR-OU	COMPREHENSIVE ALLOWANCE (Accommodation, meals and incidental expenses) / INDEMNITÉ GLOBALE (Logement, Repas et frais divers)	COMPOSITE ALLOWANCE (Meals and incidental expenses for full calendar days only)	INDEMNITÉ DÉTAILLÉE (Repas et frais divers pour les jours de calendrier complets seulement)	
RATE / TAUX	days @ / jours	days @ / jours	days @ / jours	$ 0.00
PARTIAL COMPOSITE ALLOWANCES / INDEMNITÉ DÉTAILLÉE PARTIELLE — MEALS / REPAS	Breakfasts / Petits déjeuners @	Lunches / Déjeuners @	Dinners / Dîners @	$ 0.00
INCIDENTAL EXPENSES / FRAIS DIVERS	days @ / jours	days @ / jours	days @ / jours	$ 0.00
OTHER ALLOWANCES (Specify) / AUTRES INDEMNITES (Précisez lesquelles)				

EXPENSES NOT INCLUDED ABOVE - DÉPENSES AUTRES QUE CI-DESSUS

		Vr. No. - P. N°	
3 Vehicle Rental / Location de véhicule			
4 Public Transportation / Transport en commun			
5 Accommodation / Logement			$ 290.22
6 Meals / Repas			
7 All Other Expenses (Specify) / Autres (précisez)			

I certify that the amounts included in this claim were incurred on authorized government business travel. / Je certifie que les montants faisant l'objet de la présente réclamation constituent des dépenses entraînées par des voyages pour affaires officielles.

Signature (Claimant - Demandeur) — Date Y-A M D-J

Certified pursuant to section 34 / Certifié en vertu de l'article 34 sur la gestion des finances publiques

Signature — Date Y-A M D-J

Total Expenses / Total des dépenses		$ 290.22
Less Total 1 and 2 Above / Moins le total des paragraphes 1 et 2		$ 0.00
Total Claimed / Total Demandé		$ 290.22
Less Advance / Moins L'avance		
Amount due Reciever General of Canada / Total dû au Receveur général du Canada		
AMOUNT DUE CLAIMANT / TOTAL DÛ AU REQUÉRANT		$ 290.22

Type Particulars - Details
3

Personal travel May 6-8

PAYMENT RECORD - ENREGISTREMENT DU PAIEMENT

Type 7	2 Sub Type	5 P.R.I. CIDP	8 Amount - Montant	14 Requisition No. / N° de la demande	15 Supplier Indicator / Indicateur du fournisseur	17 Due Date / Date d'échéance Y-A M D-J
	80		290.22		0	

Type 4 — ACCOUNTING INFORMATION - RENSEIGNEMENTS DE LA COMPTABILITÉ

2 Sub Type	3 Dept. Ref. No. / N° de réf. min.	5 Coding - Codage	6 Amount - Montant	CR-CT
	300260398-2	1524 - 11050 - 15 - 4010	290.22	
	7 Description		8 Fin. Encumbrance No. / N° de la charge financière	
2	3	5	6	
	7		8	
2	3	5	6	
	7		8	

Dept. Pre-Audit and Account Verification. / Vérification de la comptabilité au niveau du ministère — Signature

Verified correct - Vérifié conforme — Signature

TOTAL ▶

Requisitioned for payment pursuant to section 33 of the Financial Administration Act and Certified in accordance with section 7 of the Payment Requisitioning Regulations / Demandé pour paiement conformément à l'article 33 de la Loi sur la gestion des finances publiques, et certifié aux termes de l'article 7 du Règlement sur les réquisitions de paiements. — Signature

Services Officer - Agent des services — Signature

20 Cheque No. - N° de chèque — 21 Date Y-A M D-J

GC 73 (2014/03) 7540-21-910-7366

The Westin New York Grand Central
212 E. 42nd St.
New York, NY 10017
United States
Tel: 212-490-8900 Fax: 212-405-4299

WESTIN
HOTELS & RESORTS

s.18(a)
s.19(1)

Jody N Wilson
Expedia

Page Number	:	1	
Guest Number	:	916508	
Folio ID	:	A	
Arrive Date	:	06-MAY-16	22:53
Depart Date	:	09-MAY-16	15:50
No. Of Guest	:	1	
Room Number	:	3319	
Club Account	:		

Copy Invoice

Tax ID :
Westin Grand Central 22-JUN-16 14:02

Date	Reference	Description	Charges/Credits(USD)
08-MAY-16	48186	Bar/Restaurant	62.71
08-MAY-16	RT3319	Room Chrg Qualified Discount	191.82
08-MAY-16	RT3319	Room Sales Tax	17.02
08-MAY-16	RT3319	Occ Tourism Tax	2.00
08-MAY-16	RT3319	NYS Javitz Ctr Tax	1.50
08-MAY-16	RT3319	City/Local Tax	11.27
09-MAY-16	MC		-286.32

For Authorization Purpose Only

Minister BMO

-62.71
223.61
@1.2973
290.7

Date	Code	Authorized
06-MAY-16	225232	805.64

Approve EMV Receipt for MC - 5520: PIN Verified
TC:6D6558834BC101CA TVR:0000008000 AID:A0000000041010
Application Label:MasterCard

** Total Charges	286.32
** Total Credits	-286.32
*** Balance	0.00

FIND CLARITY, BOOST HAPPINESS - Like a gym membership for your mind, Headspace gives you simple tools to feel happier, work smarter and sleep better. Get some Headspace at westin.com/headspace

Continued on the next page

6-9? Min BMO card

The Westin New York Grand Central
212 E. 42nd St.
New York, NY 10017
United States
Tel: 212-490-8900 Fax: 212-405-4299

WESTIN
HOTELS & RESORTS

s.19(1)

Jody N Wilson
Expedia

Page Number	:	2	
Guest Number	:	916508	
Folio ID	:	A	
Arrive Date	:	06-MAY-16	22:53
Depart Date	:	09-MAY-16	15:50
No. Of Guest	:	1	
Room Number	:	3319	
Club Account	:		

Should you have any concern regarding your folio kindly visit www.wnycgc.com and it would be our pleasure to assist.

EXPENSE SUMMARY REPORT

Currency: USD

Date	Room & Tax	Food & Bev	Telecom	Other	Total	Payment
05-08-2016	223.61	62.71	0.00	0.00	286.32	0.00
05-09-2016	0.00	0.00	0.00	0.00	0.00	-286.32
Total	223.61	62.71	0.00	0.00	286.32	-286.32

Signature____________________

BMO Financial Group

s.18(a)

Statement

Account Name:	WILSON RAYBOULD, JODY	**Card Number:**	
Company Name:	JUS/JUS	**Account Limit:**	$ 10,000.00
TIN:	A414708		
Statement Date (MM/DD/YYYY):	06/05/2016	**Currency:**	CANADIAN DOLLAR
Payment Due Date (MM/DD/YYYY):	07/02/2016	**Past Due Balance:**	$ 40.20
		Balance Due:	$ 411.81

Our records indicate that your account is past due. If you have recently submitted a payment we thank you.

Statement Summary:

Previous Balance:	$ 40.20
Payments:	$ 0.00
Adjustments:	$ 0.00
Net Purchases:	$ 371.61
Cash Advance:	$ 0.00
Fees:	$ 0.00
Other Charges:	$ 0.00
Current Balance:	$ 411.81

Interest Charges and rates:

Item	Purchase/Other	Cash Advances
Interest charges on this statement ($)	$ 0.00	$ 0.00
Annual interest rate next period (%)	4.25000 %	0.00000 %
Daily interest rate next period (%)	0.01161 %	0.00000 %

Transaction Summary:

Trans Date	Posting Date Trans ID	Description GL/Customer Code	Pre-Tax Amount Auth #	Total Tax TAN	Trans Amount TIN
05/10	05/11 10483	WESTIN NY GRAND CENTRA US DOLLAR 286.32@1.2978834 Check In Date 06/05/2016 Check Out Date 10/05/2016 Number of Nights 0 Billing Adjustment U	$ 371.61 225232	$ 0.00	$ 371.61 A414708

790 22

TOTAL CREDITS		$ 0.00
TOTAL DEBITS		$ 371.61

BMO Financial Group

PAYMENT INFORMATION:

You can mail your payment to:

BMO MasterCard - Payment Centre
P.O. Box 6044, Station Centre-Ville,
Montreal, QC H3C 3X2

You may send your payment via overnight mail to:

BMO MasterCard - Payment Centre
800 Rue de la Gauchetiere O, Suite 5600
Montreal, QC H5A 1K8
Transit # 3780

A fee will be assessed against returned cheques.

Lost or Stolen Card:

If you would like to report a lost or stolen card or need emergency card services:

From Canada or the Continental U.S. (Alaska, Hawaii, Puerto Rico and the Virgin Islands), call Toll Free 1-866-857-3578

From elsewhere, call collect 613-822-3873

Customer Service:

Service Representatives are available to assist you 24 hours a day, seven days a week. Please have account number information ready.

Local:	Call 613-822-3873
Toll-free:	Call 1-866-857-3578
Outside Canada & USA:	Call collect 613-822-3873

If you are paying by mail:

- Write your MasterCard number on your cheque or money order
- Do not staple your cheque or money order to this payment slip
- Do not send cash through the mail
- Return the payment slip with your payment

You have many convenient ways to pay:

- Pre-Authorized Debit
- Telephone
- Internet
- By Mail
- In Person

P.O. BOX 187, STATION F
TORONTO, ON M4Y 2L5

WILSON RAYBOULD, JODY

BMO Financial Group

Account Number:	
Total Due:	$411.81
Payment Due Date:	Jul. 2, 2016

Amount you're paying ($):

IMPORTANT PAYMENT INFORMATION:
If you're paying by mail, please make your cheque or money order payable to: BMO Bank of Montreal. Mail your payment to: BMO MasterCard Payment Centre, P.O. Box 6044, Station Centre-Ville, Montreal, QC H3C 3X2

000041181 00041181

s.18(a)
s.19(1)

Department of Justice Canada / Ministère de la Justice Canada

PAYMENT VOUCHER / BORDEREAU DE PAIEMENT

Scanned Documents / Documents numérisés ☐
Final Payment / Paiement Final ☐
Original document kept in legal file / Document original conservé dans le dossier ☐

Region - Région: NCR
Organization - Organisation: Minister's Office
Vendor code - Code fournisseur : 100032
Payee name - Nom du bénéficiaire : Telus
Address - Adresse : PO Box 7575, Vanc, BC V6B 8N9

1719004319

Date goods received or services rendered - Date de réception des produits ou services:
Date invoice received / Date de réception de la facture:

CHEQUE STUB INFORMATION - INFORMATION SUR LE TALON DU CHÈQUE

Invoice number / Numéro de la facture	Details / Détails	Amount / Montant
May 2016	Electronic mail & Network May 2016 acc [redacted]	$116.95

ACCOUNTING INFORMATION *(FOR ADDITIONAL LINES SEE PAGE 2)* - RENSEIGNEMENTS DE LA COMPTABILITÉ *(POUR DES LIGNES SUPPLÉMENTAIRES - VOIR PAGE 2)*

	GL Account / Compte général	Net Amount / Montant net	HST/GST / TVH/TPS	QST/ TVQ	Cost center / Centre de coût	Fund / Fonds	Functional Area / Domaine Fonctionnel	Order / Ordre	Assignment / Affectation	Description	Commitment PO / Engagement Bon de commande	Line Item / L. d'item
1	2517	105.27			11050	15	4010			Secure phone lines May 2016	300260325	
2	6119	11.68			11050	15	4010				FB	
3												

Sub-Total: $ 116.95 | $ 0.00 | $ 0.00
Sub-Total Tax Amount: $ 0.00
TOTAL: $ 116.95

The following boxes must be check by the verifier - Les cases suivantes doivent être cochée par le vérificateur
☐ Services Rendered/Goods Supplied / Services rendus/marchandises livrées
☐ Contract Terms Met / Rencontre les Termes du contrat
☐ Supporting documentation / Documentation à l'appui

Account Verified - Name / Compte Vérifié - Nom | Signature | Date Y-A M D-J

Prepared by - Name / Préparé par - Nom: Anne Grenier | Date Y-A M D-J: 2016 07 05 | G/R:

CERTIFIED PURSUANT TO SECTION 34 OF THE *FINANCIAL ADMINISTRATION AC*[redacted]34 DE LA *LOI SUR LES FINANCES PUBLIQUES*

Name - Nom: [redacted] | Signat[redacted] | Date: - 6 JUIL. 2016

JUS 396-4 (2014/01)

Your TELUS bill

May 17, 2016

TELUS®

JODY WILSON RAYBOULD
Account number: [redacted]

s.18(a)
s.19(1)

JTA0381327-0109765-28773-0002-0001-00-1

Account summary - turn over for details

Balance forward from your last bill		$584.17
New charges		
Home Phone	$105.27	
Other charges and credits	$11.68	
Total new charges		$116.95
Total due		**$701.12**

Did you forget your payment? The balance of $584.17 from your last bill is overdue and payable now. Please note that any payment received on or after the bill date of May 17, 2016 will be reflected on your next bill. If payment was already made, thank you.

Can we help?

Visit our self-serve website at: www.TELUS.com
Call us at: 310-2255 or toll free at 1 888 811-2323

Write to us at:
TELUS
PO Box 7575
Vancouver, BC
V6B 8N9

GST/HST# 812758878 QST# 1211642781

TELUS is a trade name of TELUS Communications Company

For payment options, see page 2.

Your account number	Bill date	Total if received by Jun 09, 2016
[redacted]	May 17, 2016	$701.12

Payable on receipt

PTLCD01AED 28773

Amount you're paying
$

J WILSON RAYBOULD

⑆31111⑈900⑆

96

May 17, 2016
JODY WILSON RAYBOULD
Your Account

s.18(a)
s.19(1)

Previous charges and payments

Amount due on your last bill	$584.26
Payment received	$0.00
Local line adj Apr 28	-$0.09

Balance forward from your last bill $584.17

Other charges and credits

Late payment charge May 19	$11.68

Total other charges and credits $11.68

Home phone

Charges for

Regular charges (May 17 to Jun 16)

TELUS Home Phone	$40.00
includes Local Line, Call Display, Visual Call Waiting, Call Return, 3 Way Calling and Voice Mail	
Bundle Discount	-$5.00
Unlisted Directory Charge	Free
E9-1-1 Provincial Network Fee	$0.09

Total home phone regular charges $35.09

Total home phone charges for $35.09

Payment options

- Online at telus.com/billing
- Online Banking: Select "TELUS Communications" from your financial institutions list of payee names.
- Telephone/PC Banking: contact your financial institution, allow 3 business days for bank processing
- Pre-authorized Credit Card or Bank Payments
- In person at most financial institutions, allow 3 business days for bank processing
- By mail with remittance. Allow 5 business days for payment to reach us.

Late Payment Charge and NSF Fee

Bills are due upon receipt. Late payment charges of 2% compounded monthly (26.82% per annum) will be applied if payment is not received by the date shown on the account statement. Items returned for insufficient funds are subject to a $25.00 administration charge.

TELUS service terms and conditions

You can find these in the White Pages Directory, in the section called "General Terms of Service" or online at **telus.com/serviceterms.**

Send your payment to:

TELUS
PO BOX 7575
VANCOUVER BC
V6B 8N9

May 17, 2016
JODY WILSON RAYBOULD
Your Account

TELUS®

s.18(a)
s.19(1)

Charges for

Regular charges (May 17 to Jun 16)

TELUS Home Phone includes Local Line, Call Display, Visual Call Waiting, Call Forwarding, 3 Way Calling and Voice Mail	$40.00	
Bundle Discount	-$5.00	
Unlisted Directory Charge	Free	
E9-1-1 Provincial Network Fee	$0.09	
Total home phone regular charges		$35.09
Total home phone charges for		$35.09

Charges for

Regular charges (May 17 to Jun 16)

TELUS Home Phone includes Local Line, Call Display, Visual Call Waiting, Call Return, Call Forwarding, 3 Way Calling and Voice Mail	$40.00	
Bundle Discount	-$5.00	
Unlisted Directory Charge	Free	
E9-1-1 Provincial Network Fee	$0.09	
Total home phone regular charges		$35.09
Total home phone charges for		$35.09
Total home phone charges		**$105.27**

JTA0351327-0109767-26773-0002-0002-00-1

'Credit/CR includes an amount on account of GST/HST, QST, and PST (based on the taxes levied in the Province of supply).

9-1-1 rate change
Effective January 1st, 2016, the regular 9-1-1 Network Access Service rate was decreased to $0.09 per telephone number per month as per the Canadian Radio-television and Telecommunications Commission (CRTC). The new rate and adjusted credit are reflected on this bill.

Thank you for choosing TELUS.

⑆31111⑈9001⑆ 96

May 17, 2016
JODY WILSON RAYBOULD
Your Account #

MIX
Paper from responsible sources
FSC® C004212

s.18(a)

s.19(1)

IMAGES ON BANK

☐ CUSTOM FRAMING, LAMINATION & DECOR
☐ 147 BANK STREET, OTTAWA, 236.1690
☐ WWW.IMAGESONBANK.CA

NAME: Joelle Landry DATE: May 11/16
PHONE #: (613)941-6042

DESCRIPTION: Appt Cert
CONDITION:

MAT #	SIZE
4977	3 2½
8181 (STK)	1/8 3 2½

SELF:

H	V	O	M

☐ ACIDFREE BACKING & TAPE
GLASS: ☑ RG ☐ NG ☐ UV
MOUNTING: ☐ FC ☐ MB ☑ NO
BACKING: ☑ FC ☐ CB ☐ NO

SPECIAL INSTRUCTIONS:

SEE BACK ☐

☐ MEDITE LAMINATION
☐ FLUSHMOUNT
☐ CANVAS TRANSFER

UI	MOULDING #	CODE	SIZE
	353367	WD	19½ x 23½

DATE DUE: Wed May 25

☑ CALL WHEN READY
DATE CALLED: May 19
☐ INVOICE TO: Dept of Justice

PRICE 184.96
HST 24.04
TOTAL 209.00

1 OF 1 WORK ORDERS
GRAND TOTAL: 209.00

DEPOSIT —
BALANCE DUE 209.00

GST# 114246853
IMAGES ON BANK IS NOT RESPONSIBLE FOR CUSTOMERS WORK LEFT OVER 30 DAYS.

s.18(a)
s.19(1)

IMAGE ON BANK
147 BANK STREET
OTTAWA, ON
Merch1 Line1
Merch1 Line6

ID: 28462694

Purchase

TERCARD Entry Method: S

Total: $ 209.00

/05/20 13:42:10

q #: 001-698010-0

pr Code: 134211

Code: 01/027

APPROVED
Thank You

Customer Copy

- IMPORTANT -
etain this copy for your records

Merch1 Footer4

Bank

Picture Framer

INVOICE FACTURE

Our Number / Notre Numéro	1038
Date	Thurs, May 18
Customer's Order / Commande de client	
Sales person / Vendeur	
Terms / Conditions	P.I.F.
F.O.B. / F.A.B.	

OF JUSTICE

Landry

Via (613) 941-6042

HST #114246853

Description	Price / Prix	Amount / Montant
Appointment CERT		
#		
17 > 2 1/2"		
81 1/8"		
REG GLASS		
FC BACKING		
FRAME: 353367 LJ 1		
└▷ 19 1/2 x 23 1/2		184 96
HST		24 04
Signature	Total	209 00

Department of Justice Canada | Ministère de la Justice Canada

s.19(1)

Initiation and Commitment Expenditure Request
Demande d'initiation et d'engagement de dépense

FISCAL YEAR / EXERCICE FINANCIER	2016-2017

☒ ORIGINAL ☐ CLOSE/FERMER ☐ AMEND/MODIFICATION ☐ RE-OPEN/RE-OUVERTURE

1	BRANCH, SECTION / DIRECTION GÉNÉRALE, SECTION	VENDOR NO. / N° DE FOURNISSEUR
	Minister's Office	118096

2	Name of Card Holder (if applicable) / Nom du titulaire d'une carte d'acquisition (si applicable):	Joëlle Landry

3 ACCOUNTING INFORMATION / INFORMATION COMPTABLE

Original Financial Commitment description - Description d'engagement de fonds originale

Trans. Type Type de Trans.	GL ACCOUNT COMPTE GL	COST CENTER CENTRE DE COÛTS	FUND FONDS	FUNCTIONAL AREA DOMAINE FONCTIONNEL	ORDER NO. N° DE COMMANDE	COMMITMENT AMOUNT MONTANT D'ENGAGEMENT	TAX AMOUNT MONTANT DE LA TAXE	TOTAL AMOUNT MONTANT TOTAL	COMMITMENT NO. N° D' ENGAGEMENT	LINE NO.	DESCRIPTION (text)
ACP	4516	11050	15	4010		$ 184.96	$ 24.04	$ 209.00	300260092	01	Framing Attestation of Appointment
								$ 0.00			
								$ 0.00			
								$ 0.00			
								$ 0.00			
								$ 0.00			

Amended Financial Commitment Description - Description de l'Amendement à l'Engagement de Fonds

Trans. Type	GL Account	Cost Center	Fund	Functional Area	Order No.	Commitment Amount	Tax Amount	Total Amount	Commitment No.	Line No.	Description
								$ 0.00			
								$ 0.00			
								$ 0.00			
								$ 0.00			
								$ 0.00			
								$ 0.00			
								$ 0.00			
								$ 0.00			

5 Prepared by / Préparé par

Name (Print) / Nom (lettre moulée) :	Signature :	Date :
Joëlle Landry		2016-05-11

6 Certified pursuant to Section 32(1) of the Financial Administration Act and authorized under the Expenditure Initiation. I authorize the use of the acquisition card for this purchase. Certified pursuant to Section 32(1) of the Financial Administration Act and authorized under the Expenditure [...] acquisition card for this purchase.

Name of manager / Nom du gestionnaire	Signature	Date :
		11 MAI 2016

s.19(1)

STS✦SVP
Shared Travel Services
Services de voyage partagés

HRG

E-Ticket Itinerary Receipt and Invoice

16 May 2016

THANK YOU FOR BOOKING WITH THE HOGG ROBINSON GROUP (HRG) GOVERNMENT OF CANADA TRAVEL SERVICES. THIS DOCUMENTATION CONFIRMS YOUR TRAVEL ARRANGEMENTS.

THE INFORMATION CONTAINED IN THIS DOCUMENT IS PROVIDED BY HRG NORTH AMERICA VIA TRAVELPORT AND OTHER THIRD-PARTY VENDORS. AS SUCH, SOME CONTENT IS AVAILABLE IN ENGLISH ONLY.

PLEASE REVIEW TO ENSURE THAT ALL INFORMATION IS CORRECT.

TRAVELLERS ARE RESPONSIBLE FOR VERIFYING THEIR TRAVEL DOCUMENTS UPON RECEIPT.

ACCEPTANCE OF YOUR ITINERARY CONSTITUTES AGREEMENT WITH ITS CONTENTS.

ANY DISCREPANCY MUST BE REPORTED TO HRG NORTH AMERICA PRIOR TO 8PM EST THE SAME BUSINESS DAY.

HRG WILL NOT INCREASE THE PRICE AFTER TICKET ISSUANCE.

Itinerary details

Trip locator:	QQ63JA
Traveller:	Mr WILLIAM FRED PENTNEY

Account references

Traveller Category :	Public Servants
Travel Directive Module :	M3D - Domestic - Overnight stay
THCEE Trip Category :	Core Mandate
Trip Purpose :	Core Mandate - Meetings
TAN :	ANB822845
Fiscal Year :	2016-2017
Rationale for not using virtual presence :	Personal attendance required

Itinerary summary

Traffic	Date	From-to/location	Supplier	Times	Class/room	Status
✈	19 May 2016	YOW - YTZ	PD252	10:55-11:55	Economy	Booked
✈	20 May 2016	YYZ - YOW	AC460	17:10-18:13	Economy	Booked

Frequent flyer cards:

porter

Porter Airlines
Flight # PD252

Status: Booked

Departing:	Ottawa Intl Airport, Ottawa, Canada (YOW)
Date/time:	19 May 2016, 10:55
Arriving:	Toronto City Centre, Toronto, Canada (YTZ)
Date/time:	19 May 2016, 11:55
Duration:	1h0m
Aircraft:	De Havilland DHC-8 400 Narrowbody Turboprop
Cabin class:	Economy (K)

Add to calendar

Air Canada
Flight # AC460

Status: Booked

Departing:	Pearson International, Toronto, Canada (YYZ), Terminal 1
Date/time:	20 May 2016, 17:10
Arriving:	Ottawa Intl Airport, Ottawa, Canada (YOW)
Date/time:	20 May 2016, 18:13
Duration:	1h3m
Aircraft:	Airbus A320-100/200 Narrowbody Jet
Cabin class:	Economy (V)

Add to calendar

Fare details

Fare accepted:	15.00 CAD
Taxes and fees:	1.95 RC
Total amount:	16.95 CAD
Fare routing:	YYZ - YOW

Fare details

Fare accepted:	207.19 CAD
Taxes and fees:	0.00 XG / 32.41 RC / 0.00 XQ / 42.12 XT
Total amount:	281.72 CAD
Fare routing:	YOW - YTZ

Service Fees

Fee 1 Base:	29.75 CAD
Fee 1 Taxes:	3.87 CAD HST
Fee 1 Total:	33.62 CAD
Fee 2 Base:	21.00 CAD
Fee 2 Taxes:	2.73 CAD HST
Fee 2 Total:	23.73 CAD

GENERAL INFORMATION
****
VENDOR NAME-PORTER AIRLINES
VENDOR LOCATOR-V1ZBVR
VENDOR TICKET NUMBER-2162577208
****
VENDOR NAME-AIR CANADA
VENDOR LOCATOR-SHXA8E
****

GST REGISTRATION NO. R136445095 QST REGISTRATION NO. TVQ M1015857826

GST is represented by tax code XG; HST is represented by tax code RC; QST is represented by tax code XQ.

FOR ASSISTANCE OR IN TRANSIT EMERGENCY SERVICE PLEASE CONTACT HRG ANYTIME AT 1-866-857-3578 WITHIN NORTH AMERICA OR FROM OUTSIDE CANADA / USA; CALL COLLECT AT 1-613-822-3873.

FOR CREDIT CARD SUPPORT DUE TO LOST OR STOLEN CARDS PLEASE USE PHONE NUMBER ABOVE; SELECT OPTION 4 IMPORTANT; THE NAME ON THE IDENTIFICATION MUST MATCH THE NAME ON THE RESERVATION; BOARDING PASS.

FOR FLIGHTS WITHIN CANADA ALL PASSENGERS MUST PRESENT ONE PIECE OF VALID GOVERNMENT ISSUED PHOTO IDENTIFICATION THAT INCLUDES NAME / DATE OF BIRTH AND GENDER.

FOR FLIGHTS TO/FROM THE UNITED STATES ALL PASSENGERS ARE REQUIRED TO PRESENT A VALID PASSPORT.

CITIZENS OF COUNTRIES OTHER THAN CANADA AND THE UNITED STATES SHOULD CONTACT THEIR CONSULATE OR EMBASSY FOR BOARDING REQUIREMENTS OR CONSULT HRG GOVERNMENT TRAVEL SERVICE.

PROOF OF ONWARD OR RETURN TRAVEL MAY BE REQUIRED AT CHECK-IN.

PASSPORT AND VISA REQUIREMENTS:

PLEASE ENSURE PASSPORT IS VALID FOR 6 MONTHS BEYOND EXPECTED RETURN DATE.

ALL CHILDREN REGARDLESS OF AGE MUST HAVE THEIR OWN PASSPORT

CITIZENS OF COUNTRIES OTHER THAN CANADA AND THE UNITED STATES SHOULD CONTACT THE CONSULATE OR

s.19(1)

Désormeaux, Suzanne

From: Air Canada <confirmation@aircanada.ca>
Sent: 16 mai 2016 08:18
To: Désormeaux, Suzanne
Subject: Air Canada - MR WILLIAM PENTNEY - 20-May/YYZ-YOW (booking ref SHXA8E) - Itinerary-Receipt

****** PLEASE DO NOT REPLY TO THIS E-MAIL ******

Itinerary-Receipt

Your booking is confirmed. Please print/retain this page for your financial records (for taxation, expense claim or credit card reconciliation purposes). We thank you for choosing Air Canada and look forward to welcoming you on board.

Scan this barcode to check in at any Air Canada check in kiosk.

Booking Date: **May 16, 2016** Passengers **MR WILLIAM PENTNEY**
Agent Name:
Agency ID:

Purchase a travel option Relax in Air Canada's Maple Leaf lounges. Purchase On My Way travel assistance.

Booking Information

Booking Reference **SHXA8E**

Electronic Ticketing confirmed. This is your official itinerary/receipt.
Main Contact
HRG North America GoC
SUPPLIERS.GC@HRGWORLDWIDE.COM
44 1252 16139574998

Online Services

Select Seats
Manage My Booking (change, cancel, upgrade).
Alert me of flight status changes directly to my mobile phone or email.
Flight Arrivals & Departures check online if my flight is on time.
Check-in online and print my boarding pass.

* Can my booking be changed online?

Customer Care

Air Canada
1-888-247-2262*

Flight Arrivals and Departures
1-888-422-7533

*For use from phones in Canada, the continental USA, Hawaii and Alaska.

Flight Itinerary

Flight	From	To	Stops	Duration	Aircraft	Fare Type
AC460	**Toronto Lester B Pearson Intl (YYZ)** Fri 20-May 2016 17:10 - 1	**McDonald - Cartier Intl (YOW)** Fri 20-May 2016 18:13	0	1hr03	320	Flex V

Passenger Information

s.18(a)
s.19(1)

1: MR WILLIAM PENTNEY - Adult (16+) Ticket Number: 0142162577208

Frequent Flyer Pgm :		Meal Preference :	**None**
Payment Card :		Special Needs :	**None**
Seat Selection :	AC 460 (YYZ-YOW) - **17D** (***Preferred***)		

Purchase Summary

Fare Summary	
Passenger Type	**Adult**
Departing Flight - Flex	**178.50**
Surcharges	12.00
Sub Total	**190.50**
Taxes, Fees and Charges	
Canada Airport Improvement Fee	25.00
Air Travellers Security Charge (ATSC)	7.12
Canada Harmonized Sales Tax (GST/HST #10009-2287 RT0001)	28.94
Total airfare and taxes before options (per passenger)	**251.56**
Travel Options	
Departing Flight - Flex	
Preferred Seat - Aisle (Segment 1)	15.00
Canada Harmonized Sales Tax (GST/HST #10009-2287 RT0001)	1.95
Number Of Passengers	1
Total	**268.51**
Grand Total - Canadian Dollar (CAD)	**$268.51**

Payment Information

The following charges were charged on your MasterCard card XXXXXXXXXXXX8535:

- **$251.56** (Airfare)

The following charges were charged on your MasterCard card XXXXXXXXXXXX8535:

- **$16.95** (Seat selection)

Ticket number 0142162577208

Fare Rules

Departing Flight Toronto (YYZ) To Ottawa (YOW) - **Flex**

- **Changes:**
  - Prior to day of departure - **Change fee** per direction, per passenger, is $75 CAD plus applicable taxes and any additional fare difference. **Changes** can be made up to 2 hours prior to departure.
  - **Airport same-day changes** (subject to availability) are permitted at a flat fee of $75 CAD per direction, per passenger. Same-day flights only.
  - **Same-day standby** is available on flights between Toronto and Montreal or Ottawa, on flights between Calgary, Edmonton and Vancouver, as well as on flights between Toronto Pearson

Sheridan, Kathleen (DMO)

From: PorterAirlines@flyporter.com
Sent: 2016-May-16 8:18 AM
To: Désormeaux, Suzanne
Subject: Porter Airlines Itinerary - Ottawa - Toronto - Thu 19 May 2016

Thank you for flying Porter

Booking status: **Confirmed**
Porter confirmation number: **V1ZBVR**

within 24 hours of departure

Porter only accepts debit or credit payments at check-in and the gate. We are now cash free.

THU 19 MAY 2016
OTTAWA, CA (YOW) TO TORONTO, CA (YTZ)

PD 252 **10:55 AM** Ottawa, CA (YOW) *Arrive at airport by 9:55 AM*

11:55 AM Toronto, CA (YTZ)

Duration: 1hr 0min

Seats: 7C

PASSENGER

WILLIAM PENTNEY

BAGGAGE POLICY

Checked baggage policy

	1st bag		2nd bag		Weight fee per bag above 23kg
	Pay in advance	Pay at airport	Pay in advance	Pay at airport	

Ottawa - Toronto Flexible fare class	$27.50 - $31.62	$37.50 - $43.13	$37.50 - $43.13	$47.50 - $54.63	$77.50 - $89.13

If you have prepaid for your checked baggage and are traveling with a partner airline, please be prepared to present your itinerary at the airline check-in counter.

See full checked baggage rules

Carry-on baggage policy

TWO items of carry-on baggage are permitted, free of charge, per passenger.
Oversized carry-on bags will be checked at the gate for a fee of $47.50 – $129.38, taxes included.

See all carry-on baggage rules

SUMMARY OF PURCHASES

Flights

Ottawa - Toronto (paid)

Checked bags

Ottawa - Toronto　　Bags not added　　Add a bag

Save $10 plus tax per bag when you pay online

Seat selection

Ottawa - Toronto　　1 reserved seat　　Upgrade seats

Enhance your travel experience

Hertz Car Rental
(See details)

FARE INFORMATION

Air transportation charges	$207.19
Taxes, fees and charges	$74.53
Total Fare Price	**$281.72**

#1

s.19(1)

a4u.ca
online Taxi
Receipt

Date ______ Fare $ 15.00
HST included

From ______

To ______

Cab #______ Driver ______

INCLUDE US IN YOUR TRAVEL PLAN

Please download our TAXI APP from www.a4u.ca

DIAMOND TAXI
251 QUEEN ST EAST
TORONTO ON M2J 4V84167
Cab# 4129

05/19/2016 15:42
Trans #: 326 Batch #: 97
TID: 79208504

Purchase

Acct:
Type: VISA
Entry: CHIP
Invoice #: 0000330
AMOUNT: $56.75
TIP AMT: $3.00
TOTAL AMT: $59.75
APPROVED
Resp: APPROVED-000
Auth Code: 071704
Ref #: 614019997518
TS: 20160519154239
Sequence Number: 0000330
App Name: VISA CREDIT
AID: A0000000031010
TVR: 0280008000
TSI: F800
TC: 21805B08DC564C23

Approved 000 Thank You

Verified By PIN

www.payplus.ca

CUSTOMER COPY

BLUE LINE

Job #

RECEIPT FOR CAB FARE

Amount 42¢ Date 18-5-2016

From ______

To ______

Cab No. ______ Driver ______

H.S.T. Included in meter fare

VISA MasterCard AMERICAN EXPRESS Interac

#2

s.19(1)

Sheraton Gateway Hotel
PO Box 3000
Toronto AMF
Toronto, ON L5P 1C4
Canada
Tel: 905-672-7000 Fax: 905-672-7100

Sheraton

William Pentney
284 Wellington St
Ottawa, ON K1A 0H8

Page Number	:	1	Invoice Nbr	: 309401
Guest Number	:	2287480		
Folio ID	:	A		
Arrive Date	:	19-MAY-16	15:55	
Depart Date	:	20-MAY-16	07:34	
No. Of Guest	:	1		
Room Number	:	372		
Club Account	:			

Copy Invoice

Tax ID : 140047879
Sheraton Gateway 31-MAY-16 11:06

Date	Time	Reference	Description	Charges (CAD)	Credits (CAD)
19-MAY-16	03:12	RT372	Room Charge Group Government	149.00	
19-MAY-16	03:12	RT372	Rooms HST	19.37	
20-MAY-16	07:34	VI	Visa-		-168.37

For Authorization Purpose Only

Date	Code	Authorized
19-MAY-16	054150	193.7

s.19

	Charges (CAD)	Credits (CAD)
** Total	168.37	-168.37
*** Balance	0.00	

HST Summary for your stay:	Amount (CAD)
Room Revenue HST	19.37
Food & Beverage HST	0.00
Photo/Fax/Copy Services HST	0.00
Other Revenue HST	0.00
Total HST for your stay:	19.37

Visit the Sheraton Store and take home our signature bedding, bath and more. Shop now at www.sheraton.com/store

Tell us about your stay www.sheraton.com/reviews for billing please connect with us at 00692guestinquiries@sheraton.com

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Tel 570.825.9551
Fax 570.825.5282
Federal ID# 23-1659505

400 Sans Souci Parkway
P.O. Box 878
Wilkes-Barre, PA 18703-0878
Custom-Manufactured Bags

Invoice 4157993
Date 05/23/2016

10

s.18(a)
s.20(1)(c)

COPY

Bill To:
DEPARTMENT OF JUSTICE CANADA
SYLVIE CRISPIN - EMB 3060
284 WELLINGTON ST
OTTAWA, ONTARIO, XX K1A 0H8
CANADA

Ship To:
DEPARTMENT OF JUSTICE CANADA
SYLVIE CRISPIN - EMB-4143A
284 WELLINGTON ST
OTTAWA, ONTARIO, XX K1A 0H8
CANADA

RECEIVED JUN - 1 2016

Customer	Ship Via	Freight Charges	Terms
M17265	UPS Ground	Prepay & Add	Credit Card

Purchase Order Number	Sales Rep	Order Date	Our Order Number
ARCO-23808	Foreign	05/18/2016	2146649

Quantity Ordered	Quantity Shipped	Item Number / Item Description (Customer Part No.)	Unit of Meas.	Net Price	Tax	Extended Price
1	1	B02010-Z1S-6504 Executive Attache with Arcolock-7 Stock Cordura w/Brushed Foam - Black	Each01			
1	1	SHIP_CHARGE_000 UPS Ground	Each01			

Charge Credit Card:

Tracking Numbers:
UPS:1Z1781736863098922

Nontaxable Subtotal	
Taxable Subtotal	
Tax (0.000%)	0.00
Total Invoice (US$)	128.53

Goods Returnable Only Upon Authorization

000741

1719003325

Department of Justice Canada
Ministère de la Justice Canada

CCM #: 2016-012897

APPROVAL SLIP

HOSPITALITY CLAIM

For approval by:	**Assistant Deputy Minister / Chief Financial Officer**
Event:	GCWCC 2016 NCR Campaign Cabinet Meeting
Host:	William Pentney
Sector:	Deputy Minister's Office
Hospitality Amount:	33.73 $
Event Amount:	
Vendor/Claimant:	Corner Kitchen
Date(s) of the Event:	May 24, 2016

RECOMMENDATION FOR: **Assistant Deputy Minister / Chief Financial Officer**

Your approval under Section 34 of the *Financial Administration Act* is required for this invoice.

William Pentney Attended

CONSIDERATIONS:

1. The actual per capita costs for the refreshments are below the TBS standard costs per person.
2. The Honourable Jodie Wilson Raybould, Minister, approved the expenditure initiation and Section 32 of the *FAA* on the THCEE.

RECOMMENDED BY:	SIGNATURE	DATE
Carla Garcia *Chief, Accounting Operations and Client Services*	[signature]	June 6 '16
Karoline Poiré *Manager, Accounting Operations and Client Services*	[signature]	June 6, 2016
Diane Platt *Acting Director General, Deputy Chief Financial Officer*	[signature]	June 7, 2016

Department of Justice Canada | Ministère de la Justice Canada

HOSPITALITY CLAIM
DEMANDE DE REMBOURSEMENT DE DÉPENSES D'ACCUEIL

Function - L'évènement	Date of Function - Date de l'évènement (Y-A M D-J)	Place(s) of Function - Lieu(x) de l'évènement
GCWCC 2016 NCR Campaign Cabinet Meeting	2016 05 24	Justice - EMB-4140

Date	Type	Participants: Gov't of Canada / Gouv. du Canada	Participants: Others / Autres	Actual Cost - Coût réel: Total Attendees / Total des prticipants	Actual Cost - Coût réel: Per Capita Cost / Coût individuel	A Total Cost / Coût total
16/05/24	Coffee	25			$1.35	$33.73
				Totals / Totaux	~~$1.27~~ 1.35	$33.73

Date	Type (Other than food & beverage) / Type (Autres que nourriture et boissons)	Number of Items / Nombre d'articles	Cost per Item / Coût par article	B Total Cost / Coût total	A+B Total Hospitality Cost / Coût total de l'accueil
					$33.73

Remarks - Remarques

Payee Name - Nom du bénéficiaire						Vendor Code - Code fournisseur	
Corner Kitchen						102824	
Commitment No. / N° d'engagement	Cost Center / Centre de coût	Fund - Fonds	Functional Area / Domaine fonctionnel	Order - Ordre	GL - Compte général (2015 / 2401)	Amount including Tax / Montant incluant taxe	GST / HST / TPS / TVH
300260471-1	12000	15	4010	502389	2401	33.73	3.88

Payee Name - Nom du bénéficiaire						Vendor Code - Code fournisseur	
Commitment No. / N° d'engagement	Cost Center / Centre de coût	Fund - Fonds	Functional Area / Domaine fonctionnel	Order - Ordre	GL - Compte général (2015 / 2401)	Amount including Tax / Montant incluant taxe	GST / HST / TPS / TVH

Prepared by (*Type or print*) - Préparé par (*Dactylographier ou en caractères d'imprimerie*)	Tel. No. - N° de tél.	Date
Sylvie Crispin	(613) 482-9811	2016/05/31

Certified pursuant to Section 34 of the *Financial Administration Act*. Certifié en vertu de l'article 34 de la *Loi sur la gestion des finances publiques*.

Title - Titre

Marie-Josée Thivierge - Assitant Deputy Minsiter and CFO

Signature: [signature] Date: 09-06-2016

JUS 145-2 (2011/11)

Department of Justice Canada / Ministère de la Justice Canada

Fiscal Year / Année financière: 2015-2016

HOSPITALITY CLAIM PAYMENT VOUCHER / BORDEREAU DE PAIEMENT POUR UNE DEMANDE DE REMBOURSEMENT POUR DÉPENSES D'ACCUEIL

For approval by / Pour approbation par	Assistant Deputy Minister / Chief Financial Officer
Event / Événement	GCWCC 2016 NCR Campaign Cabinet Meeting
Sector / Secteur	Deputy Minister's Office
Host / Hôte	William Pentney, Deputy Minister
Event location(s) / Lieu(x) de l'événement	-
Date(s) of the event / Date(s) de l'événement	Tuesday, May 24, 2016

Vendor(s) name / Nom du (des) fournisseur(s)	Corner Kitchen
Total hospitality cost / Coût total de l'accueil	$ 33.73
Other costs / Autres coûts	$ -
Total cost of the event / Coût total de l'événement	$ 33.73

	MEALS/REPAS	NUMBER OF PARTICIPANTS / NOMBRE DE PARTICIPANTS				TBS LIMITS / LIMITES DU SCT		COST / COÛT PER CAPITA	TOTAL COST / COÛT TOTAL (incl. taxes & gratuities / incl. taxes et pourboire)	
		Approved / Autorisé		Actual / Réel						
Date	Item Detail / Élément détaillé Please detail the refreshment (ex: coffee, tea, muffins, etc.) / Veuillez détailler les rafraîchissement (ex: café, thé, biscuits, etc.)	Public servant(s) / Fonctionnaire(s)	Non-public servant(s) / Non fonctionnaire(s)	Public servant(s) / Fonctionnaire(s)	Non-public servant(s) / Non fonctionnaire(s)	Average / Moyenne	Maximum	Actual / Réel	Approved / Autorisé	Actual / Réel
5/24/2016	Coffee - Refreshment Break			25		8.40	12.60	1.35		33.73

Due to the formatting of some of the cells, the amounts are rounded to the second decimal.
Compte tenu du formatage, les montants sont arrondis à la deuxième décimale.

Total hospitality cost / Coût total de l'accueil	33.73
Other costs / Autres coûts	-
Total cost of the event / Coût total de l'événement	33.73

Comments / Commentaires

1. The actual per capita costs for the refreshments are below the TBS standard costs per person.
2. The Honourable Jodie Wilson Raybould, Minister, approved the expenditure initiation and Section 32 of the *FAA* on the THCEE.

Prepared by / Préparé par

Samantha Allard — Name (type or print) / Nom (lettres moulées ou caractères d'imprimerie)

Signature: [signature]

Friday, June 03, 2016 — Date (D-J / M / Y-A)

Account verified by the sector / Compte vérifié par le secteur

Samantha Allard — Name (type or print) / Nom (lettres moulées ou caractères d'imprimerie)

Signature: [signature]

Friday, June 03, 2016 — Date (D-J / M / Y-A)

Please send payment to address on this invoice only

CK

Q 12430

Place de Ville, 320 Queen Street (Mall Level)
Ottawa, Ontario K1R 5A3 Tel/Fax: (613) 594-8455
www.wecateroffices.com

COMPANY NAME: Justice	DEL. DAY Tue	DATE
ADDRESS: 284 Wellington 5th Floor	DELIVERY TIME 9:25	
CONTACT PERSON & PHONE NO: PAUL ST Germain	GIVE INV. TO:	# OF PEOPLE

952-3500	TOTAL	
3 POTS C	29	85

Net 30 Days. Interest of 2% per month will apply to overdue accounts.

☐ Terms of payment ______

Received ______

HST/GST #87179 2842 RT0001

SUB TOTAL	29	85
H.S.T.	3	88
TOTAL	33	73

Customer assumes responsibility for equipment.

s.19(1)

GCWCC 2016 NCR Campaign Cabinet Meeting
Réunion du Cabinet de la CCMTGC de la RCN 2016

May 24, 2016 / le 24 mai 2016
10:00 am to 12:00 pm / de 10 h à 12 h

Department of Justice Canada
284 Wellington Street
Boardroom 4140
Ministère de la Justice
284, rue Wellington
Salle de conférence 4140

GOVERNMENT OF CANADA WORKPLACE CHARITABLE CAMPAIGN

CAMPAGNE DE CHARITÉ EN MILIEU DE TRAVAIL DU GOUVERNEMENT DU CANADA

363 Coventry
Ottawa (ONTARIO) KIK 2C5
tel./tél. : 613-228-6700
fax/téléc. : 613-228-6730

Time	Item	Presenter
10:00 am 10 h	Welcome from the Chairs / Allocution d'ouverture des Présidents	William F. Pentney Marie Lemay
10:10 am 10 h 10	Introduction of the 2016 Campaign Cabinet Members / Présentation des membres du Cabinet de la campagne 2016	All /tous
10:30 am 10 h 30	Review of last year's results / Résultats de l'année dernière	
10:50 pm 10 h 50	Strategies for 2016 / Les stratégies de 2016	William Pentney
11:10 am 11 h 10	Round Table from Cabinet members / Table ronde des membres du Cabinet	All /tous
11:30 am 11 h 30	Closing Remarks / Conclusion	William F. Pentney Marie Lemay
11:35 11 h 35	In Camera session [Federal Cabinet members only] A huis clos [Pour les membres du cabinet fédéral seulement]	DM and ADMs

Upcoming Events / Activités à venir

Take Stock meeting – June 17, 2016 10 am to 12 pm, location TBD /
Rencontre de planification, le 17 juin 2016, 10 h à 12 h, lieu AED

GCWCC Launch – September 7 or 8th, 2016 – Grounds of Rideau Hall /
Lancement de la CCMTGC – 7 ou 8 septembre 2016 – Jardins de Rideau Hall

Next NCR Cabinet meeting / Prochaine réunion du cabinet de la RCN
June 30, 2016 – (10:00 am - 12:00 pm) 284 Wellington Street room 4140 /
Le 30 juin 2016 – (10 h à 12 h) – 284, rue Wellington, Salle 4140

This campaign is co-managed by United Way Ottawa and Centraide Outaouais

Cette campagne est

s.19(1)

NCR Cabinet Meeting May 24/2016

Name	Organization	Response
Mr. William Pentney	Justice	attending
Mme Marie Lemay	Public Services and Procurement Canada	attending
Shereen Benzvy Miller	Innovation, Science and Economic Dev. Canada	attending
Michelle Kovacevic	Health Canada	attending
Frances McRae	Privy Council Office	attending
Dan Danagher	Global Affairs	attending
Bill Matthews	Treasury Board	tentative
Elizabeth Tromp	Canada School of Public Service	attending
Robert Morin	CRTC	attending
Sarah Paquet	PSAC	attending
Dan Couture	CRA	attending
Paulina Pisarek	Youth Group	tentative
Tasha Taylor	Youth Group	attending
	Manager GCWCC, President UWO	attending
	Manager GCWCC, Vice-President and CFO - UWO	attending
	Co-Manager GCWCC, President, Centraide Outaouais	attending
	Director, GCWCC	attending
	Campaign Manager, GCWCC	attending
	Campaign Manager, GCWCC	attending
	Campaign Manager, GCWCC	attending
	LR - Campaign Manager, GCWCC	attending
	LR - Campaign Manager, GCWCC	attending
	Coordinator, GCWCC	attending
Maureen Hayes	Public Services and Procurement Canada	attending
Allison Krogh	Justice	attending
Stéphanie Poliquin	Chief of Staff, Justice	attending
Suzanne Désormeaux	Personal assistant to the Deputy Minister	attending

25 attending.

B#	Section 1: Activity Information (Mandatory) / Information sur les activités (obligatoire) — What? / Quoi ? Name or brief description / Nom ou description brève	Why? (explain why it is required) / Pourquoi ? (expliquer la nécessité) Purpose (objective) of Activity / But (objectif) de l'activité	Rationale for # of Participants / Rationale pour # de participants	Date From / De	Date To / À	Location / Emplacement Venue, City / Lieu, ville	# of Participants / Nombre de participants Public Servant / Fonctionnaire	# of Participants Non-Public Servant / Non-fonctionnaire	Why not virtual presence? / Pourquoi ne pas utiliser la méthode virtuelle ?	Travel Category / Catégorie de voyage	Travel Type / Type de voyage	Estimated Expenditures / Estimation des dépenses Total	Section 3: Hospitality — Blanket Travel Authority and Annual Authority to Extend Hospitality / Autorisation générale de voyage et Autorisation pour des activités d'accueil annuelles (BTA and AAEH / AGV et AAAA) Yes / Oui No / Non	Estimated # of activities / # estimé d'activités	Maximum Cost for all Activities / Montant maximal pour toutes les activités	Forecasted Expenditures / Dépenses prévues Cost per individual / Coût par individu	Total Cost / Coût total	Section 4: Conferences / Conférences — # of Participants / Nombre de participants Public Servant / Fonctionnaire	Non-Public Servant / Non-fonctionnaire	Forecasted Expenditures / Dépenses prévues Total Cost / Coût total	Section 5: Events / Other — Type of Expenditure / Catégorie de dépenses	Forecasted Expenditures / Dépenses prévues Total Cost / Coût total	Section 6: Summary / Sommaire — Total Forecasted Expenditures / Dépenses prévues total	Approved or Declined/ Approuvé ou refusé (initials)	Contact / Ressource Name / Nom	Phone # / # de téléphone	Sector / Secteur	Core or Non-Core / Essentielles ou non-essentielles	Why submitted to MIN?
Q1-MIN-5	Town Hall Meetings in HQ	Communication strategy by the DM and Associate DM. To address and receive feedback from employees on JUS. (1 day)	All NCR employees will be invited, and an estimated 200 will come.	Q1	Q4	Ottawa, ON	-	-	-	-	-	-	No / Non	-	-	8.00	1,600	-	Refreshment / Rafraîchissement	-	-	-	1,600.00		Michèle Gagnon	613-954-6810	Change Management	Non-Core	MIN - DM, CFO and Level 2 attending and event >$5K
Q1-MIN-6	Town Hall Meetings in HQ	Communication strategy by the DM and Associate DM. To address and receive feedback from employees on JUS. (1 day)	All NCR employees will be invited, and an estimated 200 will come.	Q1	Q4	Ottawa, ON	-	-	-	-	-	-	No / Non	-	-	8.00	1,600	-	Refreshment / Rafraîchissement	-	-	-	1,600.00		Michèle Gagnon	613-954-6810	Change Management	Non-Core	MIN - DM, CFO and Level 2 attending and event >$5K
Q1-MIN-7	Hospitality throughout FY 2016-2017 for various events/ meetings hosted by the DM	To cover hospitality events such as: the Holiday pancake breakfast, welcoming DMs from other departments and other events.	The number of attendees could go up to 200 if an event is done in NCR for all JUS employees.	Q1	Q4	Ottawa, ON	-	-	-	-	-	-	Yes / Oui	up to 20	5,500	Blanket hospitality, each hospitality will be within TBS directive.	5,500	-	Other / Autres	-	-	-	5,500.00		Suzanne Désormeaux	613-957-4998	DMO	Non-Core	MIN - Hospitality >$5K
Q1-MIN-8	Departmental Audit Committee (DAC) Meeting - April 2016	The Department is required to have a DAC which includes a majority of external members. The DAC is required to meet a minimum number of times per year in person. Two of the members live outside of Ottawa: one resides in Orillia, ON and the other in Montréal, QC. (2 travellers, 10 participants for hospitality)	All members are expected to attend the DAC meeting in person. The DAC is composed of 3 external members, the DM and the Associate DM. The Chief Audit Executive (CAE) and the Chief Financial Officer (CFO) are also required by policy to attend all DAC meetings. 3 other people from Internal Audit Services also attend all DAC meetings: the 2 Directors and the DAC Secretariat representative. The only travellers are two external members.	April-01-16	April-02-16	Ottawa, ON	-	2	A minimum number of in person meetings are required under the Treasury Board Directive.	Internal governance / Gouvernence interne	National Travel / Voyage national	1,580	No / Non	-	-	22.00	220	-	Lunch / Déjeuner	-	-	-	1,800.00		Jane Newcombe	613-404-6341	Internal Audit	Non-Core	MIN - DM and CFO attending

B#	Section 1: Activity Information (Mandatory) / Information sur les activités (obligatoire) — What? / Quoi? Name or brief description / Nom ou description brève	Why? (explain why it is required) / Pourquoi? (expliquer la nécessité) — Purpose (objective) of Activity / But (objectif) de l'activité	Rationale for # of Participants / Rationale pour # de participants	Date — From / De	Date — To / À	Location / Emplacement — Venue, City / Lieu, ville	Section 2: Travel / Voyage — # of Participants / Nombre de participants — Public Servant / Fonctionnaire	Non-Public Servant / Non-fonctionnaire	Why not virtual presence? / Pourquoi ne pas utiliser la méthode virtuelle ?	Travel Category / Catégorie de voyage	Travel Type / Type de voyage	Estimated Expenditures / Estimation des dépenses — Total	Blanket Travel Authority and Annual Authority to Extend Hospitality / Autorisation générale de voyager et autorisation pour des activités d'accueil annuelles (BTA and AAEH / AGV et AAAA) — Yes / Oui No / Non	Estimated # of activities / # estimé d'activités	Maximum Cost for all Activities / Coût maximal pour toutes les activités	Section 3: Hospitality — Forecasted Expenditures / Dépenses prévues — Cost per individual / Coût par individu	Total Cost / Coût total	Section 4: Conferences / Conférences — # of Participants / Nombre de participants — Public Servant / Fonctionnaire	Non-Public Servant / Non-fonctionnaire	Forecasted Expenditures / Dépenses prévues — Total Cost / Coût total	Section 5: Events / Other — Type of Expenditure / Catégorie de dépenses	Forecasted Expenditures / Dépenses prévues — Total Cost / Coût total	Section 6: Summary / Sommaire — Total Forecasted Expenditures / Dépenses prévues total	Approved or Declined / Approuvé ou refusé (Initials)	Contact / Ressource — Name / Nom	Phone # / # de téléphone	Sector / Secteur	Core or Non-Core / Essentielles ou non-essentielles	Why submitted to MIN?
Q1-MIN-13	Management Information Session (4 events /year)	Management Information Sessions provide a forum for the DM and his Direct Reports to engage and share strategic information with members of JUS EX and LC communities. This also gives departmental leaders the opportunity to make informative presentations to their colleagues. There are up to four of these sessions per fiscal year, one per quarter. (1-2 day each)	All NCR and regional departmental LCs and EXs participate, for a total of 292 participants (regions via webcast).	Q1	Q4	Ottawa, ON	-	-	-	-	-	-	No / Non	-	-	-	-	-	-	-	Room rental, audio visual costs and interpretation services.	32,000	32,000.00		Karen Bron	613-907-3731	MNG	Non-Core	MIN - Event >$15K
Q1-MIN-14	National Awards Ceremony	Annual departmental event supported and attended by the DM. (1 day)	Number of participants based on the number of awards given and attendees supporting recipients and the event. The estimated amount of participants is 315, based on last year's attendance.	Q3	Q3	Ottawa, ON	-	-	-	-	-	-	No / Non	-	-	16.55	5,213	-	Lunch / Déjeuner	-	Photographer, room and equipment rentals, etc.	1,695	6,908.25		Mary Lynn Courtney	613-946-7475	MNG	Non-Core	MIN - Hospitality >$5K and DM attending
Q1-MIN-15	National Servant Public Week	Picnic and open house held by the DM team. (1 day)	All employees of JUS in the NCR will be invited. The estimated amount of participants is 500, based on last year's attendance.	Q1	Q1	Ottawa, ON	-	-	-	-	-	-	No / Non	-	-	2.50	1,250	-	Lunch / Déjeuner	-	Table rental, tablecloths, etc.	3,000	4,250.00		Carole Rice	613-293-2749	MNG	Non-Core	MIN - DM and CFO attending
GRAND TOTAL																							$168,958.25						

Section 8: Approvals / Approbations

Expenditure Initiation Authority and Certified pursuant to Section 32 of the *Financial Administration Act* /
Pouvoir d'engagement des dépenses et Certifié en vertu de l'Article 32 de la Loi *sur la gestion des finances publiques*

Hon. Jody Wilson-Raybould / Minister — Initials — Date: March 19/16

Allard, Samantha

From: Crispin, Sylvie
Sent: Monday, June 06, 2016 1:19 PM
To: Allard, Samantha
Subject: RE: Hospitality Claim - GCWCC 2016 NCR Campaign Cabinet Meeting

Hi Samantha,

May I have to change the hospitality claim for 25 peoples = 1.34 rather than 1.24?

Thank you

Sylvie
613-482-9811

From: Krogh, Allison
Sent: June 6, 2016 1:17 PM
To: Crispin, Sylvie <Sylvie.Crispin@justice.gc.ca>
Subject: RE: Hospitality Claim - GCWCC 2016 NCR Campaign Cabinet Meeting

No they did not

Allison Krogh
Office of the Deputy Minister of Justice and Deputy Attorney General |
Cabinet du sous-ministre de la Justice et sous-procureur général
Department of Justice Canada | Ministère de la Justice Canada
284 Wellington Street, Room 4081 | 284, rue Wellington, pièce 4081
Ottawa, Ontario K1A 0H8
tel/tél : 613-946-3869
E-mail | Courriel: allison.krogh@justice.gc.ca

From: Crispin, Sylvie
Sent: 2016-Jun-06 1:14 PM
To: Krogh, Allison <Allison.Krogh@justice.gc.ca>
Subject: FW: Hospitality Claim - GCWCC 2016 NCR Campaign Cabinet Meeting

Hi Allison,

Could you please let me know about Samantha's question?

Thank you

Sylvie
613-482-9811

From: Allard, Samantha
Sent: June 6, 2016 12:21 PM
To: Crispin, Sylvie <Sylvie.Crispin@justice.gc.ca>
Subject: RE: Hospitality Claim - GCWCC 2016 NCR Campaign Cabinet Meeting

Hi Sylvie,

The claim has been returned to me. Can you please confirm if the 2 tentative employees attended?

Thank you,

Sam

From: Crispin, Sylvie
Sent: Wednesday, June 01, 2016 1:14 PM
To: Allard, Samantha <Samantha.Allard@justice.gc.ca>
Subject: FW: Hospitality Claim - GCWCC 2016 NCR Campaign Cabinet Meeting

Hi Samantha,

Please find enclosed the THCEE #7

Merci

Sylvie

From: Vaillancourt, Danielle
Sent: June 1, 2016 12:44 PM
To: Crispin, Sylvie <Sylvie.Crispin@justice.gc.ca>
Subject: RE: Hospitality Claim - GCWCC 2016 NCR Campaign Cabinet Meeting

Q1-Min-7: hospitality approved by the Minister

From: Allard, Samantha
Sent: June 1, 2016 10:55 AM
To: Crispin, Sylvie <Sylvie.Crispin@justice.gc.ca>
Subject: Hospitality Claim - GCWCC 2016 NCR Campaign Cabinet Meeting

Hi Sylvie,

I hope you are doing well.

I just received the hospitality claim for the GCWCC 2016 NCR Campaign Cabinet Meeting and I noticed that the THCEE attached is not valid. Since the DM is benefiting from the hospitality and is hosting the meeting, the THCEE needs to be approved by either the CFO or the Minister. Is it possible that you attached the wrong THCEE? If not, an after-the-fact section 32 and justification will need to be sought.

Thank you,

Samantha Allard
Accounts Payable Supervisor |Superviseure des comptes payables
Accounting Operations, Finance and Planning Branch | Opérations comptables, Direction générale des finances et de la planification
Department of Justice Canada | Ministère de la Justice Canada
284 Wellington Street | 284, rue Wellington
Ottawa, Ontario K1A 0H8
Tel. 613-796-5040

s.19(1)

Department of Justice Canada / Ministère de la Justice Canada

PAYMENT VOUCHER / BORDEREAU DE PAIEMENT

Scanned Documents / Documents numérisés ☐

Final Payment / Paiement Final ☐

Original document kept in legal file / Document original conservé dans le dossier ☐

Region - Région:	Organization - Organisation:	Vendor code - Code fournisseur :
NCR	DM Business Center	143712
Payee name - Nom du bénéficiaire : Jody Wilson-Raybould		
Address - Adresse :		

Date goods received or services rendered - Date de réception des produits ou services:

Date invoice received / Date de réception de la facture:

CHEQUE STUB INFORMATION - INFORMATION SUR LE TALON DU CHÈQUE

Invoice number / Numéro de la facture	Details / Détails	Amount / Montant
May 25, 2016	Ministerial meetings in Vancouver	
Reimbursement	March 29th Meeting with BC Premier	8.00
	March 31st Meeting at the BC Regional Office	4.00

ACCOUNTING INFORMATION *(FOR ADDITIONAL LINES SEE PAGE 2)* - **RENSEIGNEMENTS DE LA COMPTABILITÉ** *(POUR DES LIGNES SUPPLÉMENTAIRES - VOIR PAGE 2)*

	GL Account / Compte général	Net Amount / Montant net	HST/GST / TVH/TPS	QST/ TVQ	Cost center / Centre de coût	Fund / Fonds	Functional Area / Domaine Fonctionnel	Order / Ordre	Assignment / Affectation	Description	Commitment PO / Engagement Bon de commande	Line Item / L. d'item
1	1524	12.00			11050	15	4010			Parking	300260385	01
2												
3												

	Net	HST/GST	QST
Sub-Total	$ 12.00	$ 0.00	$ 0.00
Sub-Total Tax Amount		$ 0.00	
TOTAL	$ 12.00		

The following boxes must be check by the verifier - Les cases suivantes doivent être cochée par le vérificateur

☐ Services Rendered/Goods Supplied / Services rendus/marchandises livrées

☐ Contract Terms Met / Rencontre les Termes du contrat

☐ Supporting documentation / Documentation à l'appui

Account Verified - Name / Compte Vérifié - Nom	Signature	Date Y-A M D-J

Prepared by - Name / Préparé par - Nom	Date Y-A M D-J	G/R :
Anne Grenier	2016 05 25	

CERTIFIED PURSUANT TO SECTION 34 OF THE *FINANCIAL ADMINISTRATION ACT* - [redacted] DE LA *LOI SUR LES FINANCES PUBLIQUES*

Name - Nom	Signature	Date D-J
[redacted]	[redacted]	25 MAI 2016

JUS 396-4 (2014/01)

AMANO CINCINNATI CANADA, INC. PRINTED IN U S A 0827641

ExpressParc
Parking Receipt

108571

TRANS	IN TIME	OUT TIME	FEE	CC#
4177	03/29 16:08	03/29 17:08	$8.00	1018

Mar. 29
Meeting w/ BC Premier

BC taxes	7.14
TPS 5%	0.36
TVP 7%	0.50
	8.00

s.19(1)

RECEIPT
Imperial Parking
Lot - 1368
www.impark.com

License Plate Number
839BAN
Expiration Date/Time
05:26 PM
MAR 31, 2016

Purchase Date/Time: 04:26pm Mar 31, 2016
Total Due: $4.00 Rate: $4.00 - FOR 1 HOUR
Total Paid: $4.00 Payment Type: Card
Ticket #: 00001865
S/N #: 500012120052
Setting: Lot 1368
Mach Name: METER 1

American Express
Auth #: 506864
Thank you!

PARKING RECEIPT PARKING RECEIPT PARKING RECEIPT PARKING RECEIPT PARKING RECEIPT

Mar. 31
Ministerial
meetings in Van.

Ministerial
meeting at the
BC Regional Office

BC taxes 3.57
TPS 5% 0.18
TVP 7% 0.25
4.00

1719003771

Department of Justice Canada | Ministère de la Justice Canada

HOSPITALITY CLAIM **DEMANDE DE REMBOURSEMENT DE DÉPENSES D'ACCUEIL**

s.19(1)

Function - L'évènement	Date of Function / Date de l'évènement	Place(s) of Function - Lieu(x) de l'évènement
Meeting with	Y-A M D-J 2016 05 26	DM - Justice Manitoba

Date	Type	Participants: Gov't of Canada / Gouv. du Canada	Participants: Others / Autres	Actual Cost - Coût réel: Total Attendees / Total des prticipants	Actual Cost - Coût réel: Per Capita Cost / Coût individuel	A Total Cost / Coût total
16/05/26	Breakfast	1		1	$26.70	$26.70
				Totals / Totaux	$26.70	$26.70

Date	Type (Other than food & beverage) / Type (Autres que nourriture et boissons)	Number of Items / Nombre d'articles	Cost per Item / Coût par article	B Total Cost / Coût total	A+B Total Hospitality Cost / Coût total de l'accueil
					$26.70

Remarks - Remarques

No agenda

Deputy Minister meet with DM paid for (DM - Justice Manitoba)

Payee Name - Nom du bénéficiaire						Vendor Code - Code fournisseur	
William F. Penteny, Q.C.						27327957	
Commitment No. / N° d'engagement	Cost Center / Centre de coût	Fund - Fonds	Functional Area / Domaine fonctionnel	Order - Ordre	GL - Compte général (2015 / 2401)	Amount including Tax / Montant incluant taxe	GST / HST / TPS / TVH
300260471-1	12000	15	4010		2401	26.70	2.73

Payee Name - Nom du bénéficiaire						Vendor Code - Code fournisseur	
Commitment No. / N° d'engagement	Cost Center / Centre de coût	Fund - Fonds	Functional Area / Domaine fonctionnel	Order - Ordre	GL - Compte général (2015 / 2401)	Amount including Tax / Montant incluant taxe	GST / HST / TPS / TVH

Prepared by (*Type or print*) - Préparé par (*Dactylographier ou en caractères d'imprimerie*)	Tel. No. - N° de tél.	Date
Sylvie Crispin	(613) 482-9811	2016/06/06

Certified pursuant to Section 34 of the *Financial Administration Act*. Certifié en vertu de l'article 34 de la *Loi sur la gestion des finances publiques*.

Title - Titre

Marie-Josée Thivierge - Assitant Deputy Minsiter and CFO

Signature: Diane Platt   Date: June 17, 2016

JUS 145-2 (2011/11)

s.19(1)

Department of Justice Canada
Ministère de la Justice Canada

CCM #: 2016-013501

APPROVAL SLIP

HOSPITALITY CLAIM

For approval by:	Assistant Deputy Minister / Chief Financial Officer
Event:	Meeting with
Host:	William Pentney
Sector:	Deputy Minister's Office
Hospitality Amount:.	26.70 $
Event Amount:	-
Vendor/Claimant:	William Pentney
Date(s) of the Event:	May 26, 2016

RECOMMENDATION FOR: Assistant Deputy Minister / Chief Financial Officer

Your approval under Section 34 of the *Financial Administration Act* is required for this invoice.

William Pentney Attended

CONSIDERATIONS:

1. The actual per capita cost for the Breakfast is above the TBS standard costs per person but below the maximum. The expense was incurred by the DM and therefore does not require further approval.
2. The Honourable Jodie Wilson Raybould, Minister, approved the expenditure initiation and Section 32 of the *FAA* on the THCEE.

RECOMMENDED BY:	SIGNATURE	DATE
Carla Garcia *Chief, Accounting Operations and Client Services*	[signature]	June 10, 2016
Karoline Poiré *Manager, Accounting Operations and Client Services*	[signature]	June 14. 2016
Diane Platt *Acting Director General, Deputy Chief Financial Officer*	[signature]	June 14, 2016

s.19(1)

****
CHECK # 790302 DATE 5/26/16
TABLE # 13 TIME 9:36AM
********* DUPLICATE CHECK *********
===================================

-- BROADWAY : JOANNE --

ITEMS ORDERED	AMOUNT
2 FULL BRKFST	42.00

****

SUBTOTAL	42.00
GST	2.10
PST	3.36
TOTAL DUE	47.46
	-0.01
ROUNDED TOTAL	47.45

ROOM # ____________ TIP $ ____________

ACCOUNT #__________TOTAL $ ____________

NAME:________________________________

SIGNATURE:___________________________

THANK YOU

****
DATE 5/26/16 TIME 9:36:29AM
MID 215798 215798

FORT GARRY HOTEL

VISA
AUTH 087823 TBL 13 CHECK 790302
PRE-AUTH BROADWAY JOANNE

AMOUNT	42.00
GST	2.10
PST	3.36
SUBTOTAL $	47.46
TIP $	....
TOTAL $	53.46

CUSTOMER COPY
****

# B	Section 1: Activity Information (Mandatory) / Information sur les activités (obligatoire) — What? / Quoi? — Name or brief description	Why? (explain why it is required) / Pourquoi? (expliquer la nécessité) — Purpose (objective) of Activity / But (objectif) de l'activité	Rationale for # of Participants / Rationale pour # de participants	Date — From / De	Date — To / A	Location / Emplacement — Venue, City / Lieu, ville	# of Participants / Nombre de participants — Public Servant / Fonctionnaire	# of Participants / Nombre de participants — Non-Public Servant / Non-fonctionnaire	Section 2 [redacted] — Why not virtual presence? / Pourquoi ne pas utiliser la méthode virtuelle ?	Travel Category / Catégorie de voyage	Travel Type / Type de voyage	Estimated Expenditures / Estimation des dépenses — Total	Blanket Travel Authority and Annual Authority to Extend Hospitality / Autorisation générale de voyager et Autorisation pour des activités d'accueil annuelles (BTA and AAEH / AGV et AAAA) — Yes / Oui, No / Non	Estimated # of activities / estimation d'activités	Maximum Cost for all Activities / Montant maximal pour toutes les activités	Section 3: Hospitality / — Forecasted Expenditures / Dépenses prévues — Cost per individual / Coût par individu	Total Cost / Coût total	Section 4: Conferences / Conférences — # of Participants / Nombre de participants — Public Servant / Fonctionnaire	Non-Public Servant / Non-fonctionnaire	Forecasted Expenditures / Dépenses prévues — Total Cost / Coût total	Section 5: Events - Other — Type of Expenditure / Catégorie de dépenses	Forecasted Expenditures / Dépenses prévues — Total Cost / Coût total	Section 6: Summary / Sommaire — Total Forecasted Expenditures / Dépenses prévues total	Approved or Declined Approuvé ou refusé (Initials)	Contact / Ressource — Name / Nom	Phone # / # de téléphone	Sector / Secteur	Core or Non-Core / Essentielles ou non-essentielles	Why submitted to MIN?
Q1-MIN-5	Town Hall Meetings in HQ	Communication strategy by the DM and Associate DM. To address and receive feedback from employees on JUS. (1 day)	All NCR employees will be invited, and an estimated 200 will come.	Q1	Q4	Ottawa, ON	-	-	-	-	-	-	No / Non	-	-	8.00	1,600	-	Refreshment / Rafraîchissement	-	-	-	1,600.00		Michèle Gagnon	613-954-6910	Change Management	Non-Core	MIN - DM, CFO and Level 2 attending and event >$5K
Q1-MIN-6	Town Hall Meetings in HQ	Communication strategy by the DM and Associate DM. To address and receive feedback from employees on JUS. (1 day)	All NCR employees will be invited, and an estimated 200 will come.	Q1	Q4	Ottawa, ON	-	-	-	-	-	-	No / Non	-	-	8.00	1,600	-	Refreshment / Rafraîchissement	-	-	-	1,600.00		Michèle Gagnon	613-954-6810	Change Management	Non-Core	MIN - DM, CFO and Level 2 attending and event >$5K
Q1-MIN-7	Hospitality throughout FY 2016-2017 for various events/ meetings hosted by the DM	To cover hospitality events such as: the Holiday pancake breakfast, welcoming DMs from other departments and other events.	The number of attendees could go up to 200 if an event is done in NCR for all JUS employees.	Q1	Q4	Ottawa, ON	-	-	-	-	-	-	Yes / Oui	up to 20	5,500	Blanket hospitality, each hospitality will be within TBS directive.	5,500	-	Other / Autres	-	-	-	5,500.00		Suzanne Détermeaux	613-957-4938	DMO	Non-Core	MIN - Hospitality >$5K
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	Section 1: Activity Information (Mandatory) / Information sur les activités (obligatoire)						[illegible]					[illegible]				Section 3: Hospitality /		Section 4: Conferences / Conférences			Section 5: Events - Other		Section 6: Summary / Sommaire						
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	Name or brief description / Nom ou description brève	Purpose (objective) of Activity / But (objectif) de l'activité		From / De	To / A	Venue, City / Lieu, ville	Public Servant / Fonctionnaire	Non-Public Servant / Non-fonctionnaire				Total	Yes / Oui No / Non	Estimated # of activities / # estimatif d'activités	Maximum Cost for all Activities / Coût maximal pour toutes les activités	Cost per Individual / Coût par individu	Total Cost / Coût total	Public Servant / Fonctionnaire	Non-Public Servant / Non-fonctionnaire	Total Cost / Coût total		Total Cost / Coût total			Name / Nom	Phone # / # de téléphone			
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Q1-MIN-14	National Awards Ceremony	Annual departmental event supported and attended by the DM. (1 day)	Number of participants based on the number of awards given and attendees supporting recipients and the event. The estimated amount of participants is 315, based on last year's attendance.	Q3	Q3	Ottawa, ON	-	-	-	-	-	-	No / Non	-	-	16.55	5,213	-	Lunch / Déjeuner	-	Photographer, room and equipment rentals, etc.	1,695	6,908.25		Mary Lynn Courtney	613-946-7475	MNG	Non-Core	MIN - Hospitality >$5K and DM attending
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GRAND TOTAL $168,958.25

Section 8: Approvals / Approbations

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Pouvoir d'engagement des dépenses et Certifié en vertu de l'Article 32 de la *Loi sur la gestion des finances publiques*

Hon. Jody Wilson-Raybould / Minister

Initials

Date

Expense Report Statement

Expense Report Name: Winnipeg May 26 2016-1

Traveller Name: *WILLIAM PENTNEY*

TIN: *W447676*

Prepared By: *WILLIAM PENTNEY*

Policy Module: *M3D - Domestic - Overnight Stay*

Trip Purpose: *Core Mandate - Meetings*

Other Trip Purpose:

Travel Request Name: *Winnipeg May 26 2016*

Travel Start Date: *26/05/2016*

Travel End Date: *26/05/2016*

ER Approval Status: *Approved*

Primary Location:

Secondary Location:

Online TAN: *ANB894873*

Fiscal Year: *2016-2017*

Travel Outside Default Division: *N*

Vendor Code: *27327957*

Event:

Comments:

Expense Report Summary

Expense Summary

Total allocated expenses :	**1,259.78**
(Minus) Total non-reimbursable expenses :	791.71
Total reimbursable expenses :	**468.07**
Total due traveller :	**468.07**

Non-Reimbursable Expenses

Expense Type	Date	Foreign Amount	Tax Amount	Amount

Expense Type	Date		Foreign Amount	Tax Amount	Amount
5) Commercial Air	24/05/2016	1505 - 12000 - 0130 - 4010 - 15 - - 3003 - 8500 - 0130 - 0000 - 10006 - 82 - - -			758.09
GST					Total Amount
Air Can 01421628856633					758.09
					19.46
Air Canada					
8) Misc transportation charges	25/05/2016	1505 - 12000 - 0130 - 4010 - 15 - - 3003 -			33.62
					33.62
Hrg Anb894873 5.01					

Total non-reimbursable expenses (CAD) 791.71

Reimbursable Expenses

Expense Type	Date		Foreign Amount	Tax Amount	Amount
11) Taxi	26/05/2016	1505 - 12000 - 0130 - 4010 - 15 - - 3003 - 8500 - 0130 - 0000 - 10006 - 82 - - -		CA*G... 3.77	94.23
					98.00

To travel to and from hotel and meeting locations and airport.

Expense Type	Date		Foreign Amount	Tax Amount	Amount
16) Commercial Accommodation	26/05/2016	1505 - 12000 - 0130 - 4010 - 15 - - 3003 - 8500 - 0130 - 0000 - 10006 - 82 - - -		CA*G... 8.14	203.53
					211.67
Fairmont Hotels And Resorts					

The reason the DM stayed at the Fairmont is that the Minister was staying at this hotel.

Expense Type	Date		Foreign Amount	Tax Amount	Amount
2) Allowance: Meals, Incidentals & Private Accommodation	26/05/2016	1505 - 12000 - 0130 - 4010 - 15 - - 3003 - 8500 - 0130 - 0000 - 10006 - 82 - - -		CA#... 5.90	117.90
					123.80
	26/05/2016	1505 - 12000 - 0130 - 4010 - 15 - - 3003 - 8500 - 0130 - 0000 - 10006 - 82 - - -		CA#... 1.65	32.95
					34.60

Total reimbursable expenses (CAD) 468.07

Tax Coding Summary

Date And Time Approver Approval Status Comment Total Total

Financial Coding	Total Excl. Tax	Total Incl. Tax
8500 - 0130 - 0000 - 10006 - 82 - - -		19.46

GST	Total Amount
8500 - 0130 - 0000 - 10006 - 82 - - -	19.46

Financial Coding Summary

Financial Coding	Total Excl. Tax	Total Incl. Tax
1505 - 12000 - 0130 - 4010 - 15 - - 3003 -	1,240.32	1,259.78

Approval History

Date And Time	Approver	Approval Status	Comment
28/06/2016 09:03:52	Christina Crampton	Approved	Paper copy signed June 22, 2016; approved. Diane Platt does not have signing authority for 24/06/2016. Please obtain CFO signature.
27/06/2016 08:25:06	Christina Crampton	Information Required	Diane Platt does not have signing authority for 24/06/2016. Please obtain CFO signature.
24/06/2016 10:38:46	Diane Platt	Approved	
23/06/2016 14:00:33	Samantha Allard	Approved	
22/06/2016 13:21:13	WILLIAM PENTNEY	Selected Approver Changed	
01/06/2016 09:44:08	Samantha Allard	Information Required	Hello, The THCEE attached is not valid as it was signed by Ms. Poliquin. Please provide a THCEE approved by the CFO or Minister. Otherwise, an after-the-fact will be required. Thank you, Sam

Signatures

I certify that the amounts included in this Expense Report were incurred on authorized government business travel.

Traveller Name *WILLIAM PENTNEY*

Submit Date *31/05/2016*

Signature

Recommender Name *Samantha Allard*

Recommended Date *23/06/2016*

Signature

Certified pursuant to section 34 of the Financial Administration Act.

Approver Name *Diane Platt*

Approval Date *24/06/2016*

Signature

Processor Name *Christina Crampton*

Processed Date *28/06/2016*

Signature

STS SVP
Shared Travel Services — Services de voyage partagés

HRG

E-Ticket Itinerary Receipt and Invoice

24 May 2016

THANK YOU FOR BOOKING WITH THE HOGG ROBINSON GROUP (HRG) GOVERNMENT OF CANADA TRAVEL SERVICES. THIS DOCUMENTATION CONFIRMS YOUR TRAVEL ARRANGEMENTS.

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ANY DISCREPANCY MUST BE REPORTED TO HRG NORTH AMERICA PRIOR TO 8PM EST THE SAME BUSINESS DAY.

HRG WILL NOT INCREASE THE PRICE AFTER TICKET ISSUANCE.

Itinerary details

Trip locator:	Q810F6
Traveller:	Mr WILLIAM FRED PENTNEY

Account references

Traveller Category :	Public Servants
Travel Directive Module :	M3D - Domestic - Overnight stay
THCEE Trip Category :	Core Mandate
Trip Purpose :	Core Mandate - Meetings
TAN :	ANB894873
Fiscal Year :	2016-2017
Rationale for not using virtual presence :	Personal attendance required

Itinerary summary

Traffic	Date	From-to/location	Supplier	Times	Class/room	Status
✈	25 May 2016	YOW - YWG	AC8527	17:35-19:16	Economy	Booked
✈	26 May 2016	YWG - YOW	AC8526	19:55-23:17	Economy	Booked

Frequent flyer cards:

Air Canada
Operated By: Air Canada Express - Jazz
Flight # AC8527

Status: Booked

Departing:	Ottawa Intl Airport, Ottawa, Canada (YOW)
Date/time:	25 May 2016, 17:35
Arriving:	Winnipeg Intl Airport, Winnipeg, Canada (YWG)
Date/time:	25 May 2016, 19:16
Duration:	2h41m
Aircraft:	CANADAIR CRJ SERIES 705 Narrowbody Jet
Cabin class:	Economy (V)

Add to calendar

Air Canada
Operated By: Air Canada Express - Jazz
Flight # AC8526

Status: Booked

Departing:	Winnipeg Intl Airport, Winnipeg, Canada (YWG)
Date/time:	26 May 2016, 19:55
Arriving:	Ottawa Intl Airport, Ottawa, Canada (YOW)
Date/time:	26 May 2016, 23:17
Duration:	2h22m
Aircraft:	CANADAIR CRJ SERIES 705 Narrowbody Jet
Cabin class:	Economy (V)

Add to calendar

Fare details

Fare accepted:	564.40 CAD
Taxes and fees:	1.25 XG / 84.19 RC / 0.00 XQ / 108.25 XT
Total amount:	758.09 CAD
Fare routing:	YWG - YOW

Service Fees

Fee 1 Base:	29.75 CAD
Fee 1 Taxes:	3.87 CAD HST
Fee 1 Total:	33.62 CAD

GENERAL INFORMATION
****

VENDOR TICKET NUMBER-2162885633
****

VENDOR NAME-AIR CANADA
VENDOR LOCATOR-AISH4E
****

GST REGISTRATION NO. R136445095 QST REGISTRATION NO. TVQ M1015857826

GST is represented by tax code XG; HST is represented by tax code RC; QST is represented by tax code XQ.

FOR ASSISTANCE OR IN TRANSIT EMERGENCY SERVICE PLEASE CONTACT HRG ANYTIME AT 1-866-857-3578 WITHIN NORTH AMERICA OR FROM OUTSIDE CANADA / USA; CALL COLLECT AT 1-613-822-3873.

FOR CREDIT CARD SUPPORT DUE TO LOST OR STOLEN CARDS PLEASE USE PHONE NUMBER ABOVE; SELECT OPTION 4 IMPORTANT; THE NAME ON THE IDENTIFICATION MUST MATCH THE NAME ON THE RESERVATION; BOARDING PASS.

FOR FLIGHTS WITHIN CANADA ALL PASSENGERS MUST PRESENT ONE PIECE OF VALID GOVERNMENT ISSUED PHOTO IDENTIFICATION THAT INCLUDES NAME / DATE OF BIRTH AND GENDER.

FOR FLIGHTS TO/FROM THE UNITED STATES ALL PASSENGERS ARE REQUIRED TO PRESENT A VALID PASSPORT.

CITIZENS OF COUNTRIES OTHER THAN CANADA AND THE UNITED STATES SHOULD CONTACT THEIR CONSULATE OR EMBASSY FOR BOARDING REQUIREMENTS OR CONSULT HRG GOVERNMENT TRAVEL SERVICE.

PROOF OF ONWARD OR RETURN TRAVEL MAY BE REQUIRED AT CHECK-IN.

PASSPORT AND VISA REQUIREMENTS:

PLEASE ENSURE PASSPORT IS VALID FOR 6 MONTHS BEYOND EXPECTED RETURN DATE.

ALL CHILDREN REGARDLESS OF AGE MUST HAVE THEIR OWN PASSPORT

CITIZENS OF COUNTRIES OTHER THAN CANADA AND THE UNITED STATES SHOULD CONTACT THE CONSULATE OR EMBASSY FOR PASSPORT AND VISA REQUIREMENTS OR CONSULT HRG GOVERNMENT TRAVEL SERVICE.

CHECK-IN:

* PLEASE ALLOW 2HRS FOR DOMESTIC (CANADA); TRANSBORDER (USA) CHECK-IN

* ALLOW 3HRS FOR ALL INTERNATIONAL CHECK-IN

THE AIRLINES RESERVE THE RIGHT TO DENY BOARDING IF MINIMUM CHECK-IN TIMES ARE NOT MET

FLIGHT TIMES ARE SUBJECT TO CHANGE; PLEASE RE-CONFIRM FLIGHT TIMES PRIOR TO DEPARTURE.

IF YOU ARE TRAVELLING TO AN INTERNATIONAL DESTINATION, PLEASE RECONFIRM YOUR RESERVATIONS 72 HOURS PRIOR TO DEPARTURE DIRECTLY WITH THE AIR CARRIER.

FOR FREE BAGGAGE ALLOWANCE AND/OR APPLICABLE FEES FOR CARRY-ON//CHECKED BAGGAGE RELATED TO YOUR FLIGHT - PLEASE VERIFY THE CARRIERS WEBSITE.

s.19(1)

THE Fairmont WINNIPEG

2 Lombard Place
Winnipeg. MB, Canada R3B 0Y3
T (204) 957-1350 F (204) 956-1791
G.S.T. Registration #831943758

Room	:	0507
Folio #	:	
Cashier #	:	1003
Page #	:	1 of 1

#1

Mr William Pentney
284 Wellington St
Ottawa ON K1A 0H8
Canada

Arrival	:	05-25-16
Departure	:	05-26-16

Date	Description	Additional Information	Charges	Credits
05-25-16	[redacted]			
05-25-16	Room Charge		179.00	
05-25-16	Room PST		14.32	
05-25-16	Room GST		8.95	
05-25-16	Accommodation Tax		8.95	
05-25-16	Accommodation Tax - GST		0.45	
05-25-16	Visa			258.35
		Total	**258.35**	**258.35**
		Balance Due	**0.00**	

211.67

GST Summary

Room	**8.95**
F&B	**1.80**
Other	**0.45**
Total	**11.20**

Thank you for choosing Fairmont Hotels & Resorts.
To provide feedback about your stay, please contact Drew Fisher, General Manager, at Drew.Fisher@fairmont.com.
We also invite you to share memories of your experience on our community forum - visit www.everyonesanoriginal.com.

For information or reservations, visit us at
www.fairmont.com or call Fairmont Hotels & Resorts from:
United States or Canada 1 800 441 1414
Pour information et rÃ©servations visitez notre web au
www.fairmont.com ou tÃ©lÃ©phoner au HÃtels Fairmont de:
Ãtats-Unis ou Canada 1 800 441 1414

I agree that my liability for this bill is not waived and I agree to be held personally liable in the event that the indicated person, company or association fails to pay for any part of or the full amount of these charges. Overdue balance subject to a surcharge at the rate of 1.5% per month after one month. (18.00% per annum.)
I have accepted delivery of The Globe and Mail. Had I refused, I would have been eligible for a $1.00 (Mon-Fri) and $2.00 (Sat.) credit to my account. (At participating hotels.)

Je me porte personnellement responsable du rÃ¨glement total de cette note au cas ou la compagnie, l'association ou son reprÃ©sentant dÃ©signÃ© en refuserait le paiement. Les comptes en souffrance sont sujets Ã un intÃ©rÃªt de 1,5% par mois aprÃ¨s un mois. (18,00% par annÃ©e)
J'ai acceptÃ© la livraison du journal The Globe and Mail. Si j'avais refusÃ©, j'aurais pu obtenir un crÃ©dit Ã mon compte de 1,000$ par jour (du Lundi au Vendredi) et de 2,00$ le Samedi. (Dans les hÃtels participants.)

Thank you for choosing to stay with Fairmont Hotels & Resorts
Merci d'avoir choisi les HÃtels Fairmont

#2

s.19(1)

Thanks again!
Download our app onto your smartphone!
UNICITY TAXI LTD
(204) 925-3131

DATE 25 may 2016
TRIP FROM Airport
TO Fairmont Hotel
CAR
AMOUNT 20.00
DRIVER

Thanks again!
Download our app onto your smartphone!
UNICITY TAXI LTD
(204) 925-3131

DATE
TRIP FROM Fairmont
TO Port
CAR
AMOUNT $20
DRIVER

Thanks again!
Download our app onto your smartphone!
UNICITY TAXI LTD
(204) 925-3131

DATE 26-05-2016
TRIP FROM
TO
CAR
AMOUNT 10.00
DRIVER

YOU ARE NOW LOGGED OUT

YOU ARE NOW LOGGED IN

PLEASE VERIFY

DRIVER ID: 00652779

Duffy's Taxi
(1996) Ltd.
1100 NOTRE DAME AVENUE
WINNIPEG, MANITOBA. R3E 0N8
Phone: 204-925-0101

TAXI :
DRIVER :

CASH
05/26/2016 15:27:56
TRIP ID:

FARE : $ 8.00

TIP : $ 0.00

TOTAL: $ 8.00

Thank You for Using
Duffy's Taxi

Please book at
www.duffystaxi.com

BLUE LINE TAXI
(613) 238 - 1111

TERMINAL ID: 324-300-862
VEHICLE ID :
DRIVER ID :

TRIP NUMBER: 3538
PASSENGERS: 1

05/26/2016
START: 23:37 END: 23:38

FARE AMOUNT: $ 40.00

TOTAL: $ 40.00

TIP AMOUNT : $________

GRAND TOTAL: $________

CASH RECEIPT

CUSTOMER SERVICE 1-800-443-2812
INQUIRY@TAXITAB.COM
TAXITAB

CENTRAL TAXI

Department of Justice Canada | Ministère de la Justice Canada

PAYMENT VOUCHER — BORDEREAU DE PAIEMENT

Scanned Documents / Documents numérisés ☐
Final Payment / Paiement Final ☐
Original document kept in legal file / Document original conservé dans le dossier ☐

COPY

Region - Région: NCR
Organization - Organisation: Deputy Minister's Office
Vendor code - Code fournisseur : 94403422
Payee name - Nom du bénéficiaire : Paul St-Germain
Address - Adresse : Sent to Finance 2.06.16 (DO3020)
Copy sent to [illegible] 3/6/16
Processed in IFMS Doc.# 17[illegible] Date 3.6.16

Date goods received or services rendered - Date de réception des produits ou services:
Date invoice received / Date de réception de la facture: June 1, 2016

CHEQUE STUB INFORMATION - INFORMATION SUR LE TALON DU CHÈQUE

Invoice number Numéro de la facture	Details Détails	Amount Montant
28282730 0010017500C	Remoursement produits pour laver la voiture du Sous-ministre	9.19

ACCOUNTING INFORMATION *(FOR ADDITIONAL LINES SEE PAGE 2)* - RENSEIGNEMENTS DE LA COMPTABILITÉ *(POUR DES LIGNES SUPPLEMENTAIRES - VOIR PAGE 2)*

	GL Account Compte général	Net Amount Montant net	HST/GST TVH/TPS	QST/ TVQ	Cost center Centre de coût	Fund Fonds	Functional Area Domaine Fonctionnel	Order Ordre	Assignment Affectation	Description	Commitment PO Engagement Bon de commande	Line Item L. d'item
1	4620	7.99	0.40	0.80	12000	15	4010			Remoursement produits pour laver la voiture du Sous-ministre	300258239	3
2												
3												

	Net Amount	HST/GST	QST
Sub-Total	$ 7.99	$ 0.40	$ 0.80
Sub-Total Tax Amount		$ 1.20	
TOTAL	$ 9.19		

The following boxes must be check by the verifier - Les cases suivantes doivent être cochée par le vérificateur

☐ Services Rendered/Goods Supplied / Services rendus/marchandises livrées
☐ Contract Terms Met / Rencontre les Termes du contrat
☐ Supporting documentation / Documentation à l'appui

Account Verified - Name / Compte Vérifié - Nom | Signature | Date Y-A M D-J

Prepared by - Name / Préparé par - Nom: Sylvie Crispin | Date Y-A 2016 M 06 D-J 01 | G / R :

CERTIFIED PURSUANT TO SECTION 34 OF THE *FINANCIAL ADMINISTRATION ACT* - CERTIFIÉ EN VERTU DE L'ARTICLE 34 DE *LA LOI SUR LES FINANCES PUBLIQUES*

Name - Nom: Stéphanie Poliquin - Chief of Staff - DMO | Signature: [signature] | Date Y-A 2016 M 06 D-J 02

JUS 396-4 (2014/01)

s.19(1)

CANADIAN TIRE #191
GATINEAU
ENT.J.CARIGNAN LTEE
700 BL.MALONEY OUEST
Magasin 246-1234 / Centre-auto 246-1668

CAISSE:3 05/31/2016 09:44:16 # TRANS:45
OPERATEUR: 121 Encaisse: 001

039-4516-0	L-AUTO/CIRE SUN	$	7.99
	SOUSTOTAL	$	7.99
	T.P.S. 5%	$	0.40
	T.V.Q. 9.975%	$	0.80
	T O T A L	$	9.19

CARTE DEBIT #
CARTE A PUCE
AUTORISATION: 00 23566D 001

DEBIT RECU	$	9.19
MONNAIE	$	0.00
ARG. CT DE BASE	$	0.05

Créez un compte Mon "@rgent" CT.
Obtenez de l'"@rgent" Canadian Tire à échanger chez Canadian Tire.
Visitez-nous en ligne à canadiantire.ca ou téléchargez l'application pour mobile de Canadian Tire.

RELEVE DE TRANSACTION CARTE DEBIT

CANADIAN TIRE #191
700 BOUL.MALONEY OUEST
GATINEAU, QUEBEC
J8T 8K7

OPERATEUR: 121 CAISSE:3 # TRANS:45

TYPE: ACHAT
COMPTE: INTERAC CHEQUE

$ 9.19

NUMERO CARTE:
CARTE A PUCE
2016/05/31 09:44:35
REFERENCE: 28282730 0010017500 C

AUTORISATION: 23566D
A0000002771010
Interac
80000080006800

00 APPROUVEE - MERCI 001

COPIE DU CLIENT

Visitez canadiantire.ca ou téléchargez l'application Canadian Tire pour mobile!

52

Expense Report Statement

Expense Report Name: FPT DM Vancouver June 2016

Traveller Name:	*WILLIAM FRED PENTNEY*
TIN:	*W447676*
Prepared By:	*WILLIAM PENTNEY*
Policy Module:	*M3D - Domestic - Overnight Stay*
Trip Purpose:	*Key Stakeholder Engagement - Meetings*
Other Trip Purpose:	
Travel Request Name:	*4Z2F2A0*
Travel Start Date:	*01/06/2016*
Travel End Date:	*03/06/2016*
ER Approval Status:	*Approved*
Primary Location:	
Secondary Location:	
Offline TAN:	*ANB844871*
Fiscal Year:	*2016-2017*
Travel Outside Default Division:	*N*
Vendor Code:	*27327957*
Event:	
Comments:	

Expense Report Summary

Expense Summary

Total allocated expenses :	**3,951.82**
(Minus) Total non-reimbursable expenses :	3,373.54
Total reimbursable expenses :	**578.28**
Total due traveller :	**578.28**

Non-Reimbursable Expenses

Expense Type	Date	Foreign Amount	Tax Amount	Amount

Expense Type	Date		Foreign Amount	Tax Amount	Amount
5) Commercial Air	30/05/2016	1507 - 12000 - 0130 - 4010 - 15 - - 3003 -			685.39
Air Can 0142163101372					685.39
Air Can 0142163307028					
Air Canada					
Original booking in economy					
5) Commercial Air	03/06/2016	1507 - 12000 - 0130 - 4010 - 15 - - 3003 -			2,392.21
Air Can 0142163101372					2,392.21
Air Can 0142163307028					
Air Canada					
Upgraded from economy to business class to allow the Deputy to work and read.					
8) Misc transportation charges	30/05/2016	1507 - 12000 - 0130 - 4010 - 15 - - 3003 -			169.50
Air Can 0142163101372					169.50
Hrg Anb844871 4.06					
8) Misc transportation charges	31/05/2016	1507 - 12000 - 0130 - 4010 - 15 - - 3003 -			65.54
Air Can 0142163101372					65.54
Hrg Anb844871 4.06					
8) Misc transportation charges	06/06/2016	1507 - 12000 - 0130 - 4010 - 15 - - 3003 -			60.90
Air Can 0142163101372					60.90
Hrg Anb844871 4.06					

Total non-reimbursable expenses (CAD) 3,373.54

Reimbursable Expenses

Expense Type	Date	Financial Coding	Foreign Amount	Tax Code	Tax Amount	Total Amount
8500 - 0130 - 0000 - 10006 - 82 - - -						21.59
11) Taxi	03/06/2016	1507 - 12000 - 0130 - 4010 - 15 - - 3003 - 8500 - 0130 - 0000 - 10006 - 82 - - -		ON*...	4.29	35.71
HST						Total Amount 40.00
8500 - 0130 - 0000 - 10006 - 82 - - -						4.29
Travel from airport to home						
16) Commercial Accommodation	03/06/2016	1507 - 12000 - 0130 - 4010 - 15 - - 3003 - 8500 - 0130 - 0000 - 10006 - 82 - - -		CA*G...	16.98	424.40
						441.38
Westin Hotels And Resorts						
2) Allowance: Meals, Incidentals & Private Accommodation	03/06/2016	1507 - 12000 - 0130 - 4010 - 15 - - 3003 - 8500 - 0130 - 0000 - 10006 - 82 - - -		CA#...	2.47	49.43
						51.90
	03/06/2016	1507 - 12000 - 0130 - 4010 - 15 - - 3003 - 8500 - 0130 - 0000 - 10006 - 82 - - -		CA#...	2.14	42.86
						45.00

Total reimbursable expenses (CAD) 578.28

Tax Coding Summary

GST	Total Amount
8500 - 0130 - 0000 - 10006 - 82 - - -	21.59

HST	Total Amount
8500 - 0130 - 0000 - 10006 - 82 - - -	4.29

Financial Coding Summary

Financial Coding	Total Excl. Tax	Total Incl. Tax
1507 - 12000 - 0130 - 4010 - 15 - - 3003 -	3,925.94	3,951.82

Approval History

Date And Time	Approver	Approval Status	Comment
25/07/2016 14:02:26	Christina Crampton	Approved	

Date And Time	Approver	Approval Status	Comment
25/07/2016 11:28:12	Johanne Bernard	Approved	
22/07/2016 08:18:53	Samantha Allard	Approved	
18/07/2016 15:15:11	Samantha Allard	Selected Approver Changed	
04/07/2016 15:14:21	WILLIAM PENTNEY	Selected Approver Changed	

Signatures

I certify that the amounts included in this Expense Report were incurred on authorized government business travel.

Traveller Name *WILLIAM FRED PENTNEY*

Submit Date *04/07/2016*

Signature

Recommender Name *Samantha Allard*

Recommended Date *22/07/2016*

Signature

Certified pursuant to section 34 of the Financial Administration Act.

Approver Name *Johanne Bernard*

Approval Date *25/07/2016*

Signature

Processor Name *Christina Crampton*

Processed Date *25/07/2016*

Signature

s.19(1)

STS SVP
Shared Travel Services
Services de voyage partagés

HRG

E-Ticket Itinerary Receipt and Invoice

30 May 2016

THANK YOU FOR BOOKING WITH THE HOGG ROBINSON GROUP (HRG) GOVERNMENT OF CANADA TRAVEL SERVICES. THIS DOCUMENTATION CONFIRMS YOUR TRAVEL ARRANGEMENTS.

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ANY DISCREPANCY MUST BE REPORTED TO HRG NORTH AMERICA PRIOR TO 8PM EST THE SAME BUSINESS DAY.

HRG WILL NOT INCREASE THE PRICE AFTER TICKET ISSUANCE.

Itinerary details

Trip locator: MD93BU
Traveller: Mr WILLIAM FRED PENTNEY

Account references

Traveller Category :	Public Servants
Travel Directive Module :	M3D - Domestic - Overnight stay
THCEE Trip Category :	Key stakeholder engagement
Trip Purpose :	Key Stakeholder Engagement - Meetings
TAN :	ANB844871
Rationale for not using virtual presence :	Personal attendance required

Itinerary summary

Traffic	Date	From-to/location	Supplier	Times	Class/room	Status
✈	01 Jun 2016	YOW - YVR	AC189	18:40-20:59	Economy	Booked
✈	03 Jun 2016	YVR - YUL	AC1134	14:05-21:55	Economy	Booked
✈	03 Jun 2016	YUL - YOW	AC8989	22:55-23:34	Economy	Booked

Frequent flyer cards:

Air Canada
Flight # AC189

Booking reference: S5HPGZ
Status: Booked

Departing:	Ottawa Intl Airport, Ottawa, Canada (YOW)
Date/time:	01 June 2016, 18:40
Arriving:	Vancouver Intl Airport, Vancouver, Canada (YVR), Terminal M
Date/time:	01 June 2016, 20:59
Duration:	5h19m
Aircraft:	Airbus A320-100/200 Narrowbody Jet
Cabin class:	Economy (V)

Add to calendar

Air Canada
Flight # AC1134

Booking reference: S5HPGZ
Status: Booked

Departing:	Vancouver Intl Airport, Vancouver, Canada (YVR), Terminal M
Date/time:	03 June 2016, 14:05
Arriving:	Montreal Trudeau, Montreal, Canada (YUL)
Date/time:	03 June 2016, 21:55
Duration:	4h50m
Aircraft:	Airbus A320-100/200 Narrowbody Jet
Cabin class:	Economy (V)

Add to calendar

Air Canada
Operated By: Air Canada Express - Jazz
Flight # AC8989

Booking reference: S5HPGZ
Status: Booked

Departing:	Montreal Trudeau, Montreal, Canada (YUL)
Date/time:	03 June 2016, 22:55
Arriving:	Ottawa Intl Airport, Ottawa, Canada (YOW)
Date/time:	03 June 2016, 23:34
Duration:	0h39m
Aircraft:	De Havilland DHC-8 400 Narrowbody Turboprop
Cabin class:	Economy (V)

Add to calendar

Fare details

Fare accepted:	685.39 CAD
Taxes and fees:	0.00 XG / 0.00 RC / 0.00 XQ / 0.00 XT
Total amount:	685.39 CAD
Fare routing:	YOW - YVR YVR - YUL YUL - YOW

Service Fees

Fee 1 Base:	58.00 CAD
Fee 1 Taxes:	7.54 CAD HST
Fee 1 Total:	65.54 CAD

GENERAL INFORMATION
TOTAL ADDITIONAL COLLECTION FOR EXCHANGE IS 685.39
****
VENDOR NAME-AIR CANADA
VENDOR TICKET NUMBER-2163101372
VENDOR LOCATOR-KDE78V
****

GST REGISTRATION NO. R136445095 QST REGISTRATION NO. TVQ M1015857826

GST is represented by tax code XG; HST is represented by tax code RC; QST is represented by tax code XQ.

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HRG North America, 370 King St. W., Suite 700, Toronto ON M5V 1J9, 1-866-857-3578

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STS SVP
Shared Travel Services
Services de voyage partagés

HRG

E-Ticket Itinerary Receipt and Invoice

03 June 2016

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Itinerary details

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Traveller: Mr WILLIAM FRED PENTNEY

Account references

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THCEE Trip Category :	Key stakeholder engagement
Trip Purpose :	Key Stakeholder Engagement - Meetings
TAN :	ANB844871
Rationale for not using virtual presence :	Personal attendance required

Itinerary summary

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✈	03 Jun 2016	YUL - YOW	AC8989	22:55-23:34	Economy	Booked

Frequent flyer cards:

Air Canada
Flight # AC1134

Booking reference: S5HPGZ
Status: Booked

Departing:	Vancouver Intl Airport, Vancouver, Canada (YVR), Terminal M
Date/time:	03 June 2016, 14:05
Arriving:	Montreal Trudeau, Montreal, Canada (YUL)
Date/time:	03 June 2016, 21:55
Duration:	4h50m
Aircraft:	Airbus A320-100/200 Narrowbody Jet
Cabin class:	Business (D)

Add to calendar

Air Canada
Operated By: Air Canada Express - Jazz
Flight # AC8989

Booking reference: S5HPGZ
Status: Booked

Departing:	Montreal Trudeau, Montreal, Canada (YUL)
Date/time:	03 June 2016, 22:55
Arriving:	Ottawa Intl Airport, Ottawa, Canada (YOW)
Date/time:	03 June 2016, 23:34
Duration:	0h39m
Aircraft:	De Havilland DHC-8 400 Narrowbody Turboprop
Cabin class:	Economy (B)

Add to calendar

Fare details

Fare accepted:	2392.21 CAD
Taxes and fees:	0.00 XX
Total amount:	2392.21 CAD
Fare routing:	YVR - YUL YUL - YOW

Service Fees

Fee 1 Base:	58.00 CAD
Fee 1 Taxes:	2.90 CAD GST
Fee 1 Total:	60.90 CAD

GENERAL INFORMATION
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VENDOR TICKET NUMBER-2163101372
VENDOR LOCATOR-KDE78V
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HRG North America, 370 King St. W., Suite 700, Toronto ON M5V 1J9, 1-866-857-3578

#1

s.19(1)

Westin Wall Centre Vancouver Airport
3099 Corvette Way
Richmond, BC V6X 4K3
Canada
Tel: 604-303-6565 Fax: 604-303-6595

WESTIN®
HOTELS & RESORTS

William Pentney
284 Wellington
Ottawa, ON K1A 0H8
Canada

Page Number	:	1	
Guest Number	:	295140	
Folio ID	:	A	
Arrive Date	:	01-JUN-16	21:09
Depart Date	:	03-JUN-16	14:00
No. Of Guest	:	1	
Room Number	:	1501	
Club Account	:		

Tax ID : 83619 8861 RT0001
Westin Wall Centre 03-JUN-16 11:25

Date	Reference	Description	Charges (CAD)	Credits (CAD)
01-JUN-16				
01-JUN-16	RT1501	Room Charge	190.00	
01-JUN-16	RT1501	10% AHRT	19.00	
01-JUN-16	RT1501	Room GST	9.50	
01-JUN-16	RT1501	Destination Mktg Fee	1.90	
01-JUN-16	RT1501	HRT 10% On The DMF	0.19	
01-JUN-16	RT1501	GST 5% On The DMF	0.10	
02-JUN-16				
02-JUN-16	RT1501	Room Charge	190.00	
02-JUN-16	RT1501	10% AHRT	19.00	
02-JUN-16	RT1501	Room GST	9.50	
02-JUN-16	RT1501	Destination Mktg Fee	1.90	
02-JUN-16	RT1501	HRT 10% On The DMF	0.19	
02-JUN-16	RT1501	GST 5% On The DMF	0.10	
03-JUN-16	VI	Visa		-465.48

x220.69
$441.38

For Authorization Purpose Only

Date	Code	Authorized
01-JUN-16	053613	513

	Charges (CAD)	Credits (CAD)
** Total	465.48	-465.48
*** Balance	0.00	

Continued on the next page

Westin Wall Centre Vancouver Airport
3099 Corvette Way
Richmond, BC V6X 4K3
Canada
Tel: 604-303-6565 Fax: 604-303-6595

WESTIN®
HOTELS & RESORTS

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Page Number	:	2	
Guest Number	:	295140	
Folio ID	:	A	
Arrive Date	:	01-JUN-16	21:09
Depart Date	:	03-JUN-16	14:00
No. Of Guest	:	1	
Room Number	:	1501	
Club Account	:		

Tax summary for your stay:	Amount (CAD)
Goods and Services Tax 5%	20.21
Hotel Room Tax (HRT) 10%	38.38
Provincial Sales Tax 7%	0.00
Beverage Tax 10%	1.90
Tax Total:	60.49

As a Starwood Preferred Guest, you could have earned 798 Starpoints for this visit. Please provide your member number or enroll today.

s.19(1)

#2

BLUELINE

Job #

RECEIPT FOR CAB FARE

Amount 40.00 Date JUN 03/16

From AIRPORT

To HOME

Cab No. Dr

H.S.T. Included in meter fare

s.19(1)

STS✦SVP
Shared Travel Services
Services de voyage partagés

HRG

E-Ticket Itinerary Receipt and Invoice

03 June 2016

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Itinerary details

Trip locator:	MD93BU
Traveller:	Mr WILLIAM FRED PENTNEY

Account references

Traveller Category :	Public Servants
Travel Directive Module :	M3D - Domestic - Overnight stay
THCEE Trip Category :	Key stakeholder engagement
Trip Purpose :	Key Stakeholder Engagement - Meetings
TAN :	ANB844871
Rationale for not using virtual presence :	Personal attendance required

Itinerary summary

Traffic	Date	From-to/location	Supplier	Times	Class/room	Status
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Frequent flyer cards:

Air Canada
Flight # AC1134

Booking reference: S5HPGZ
Status: Booked

Departing:	Vancouver Intl Airport, Vancouver, Canada (YVR), Terminal M
Date/time:	03 June 2016, 14:05
Arriving:	Montreal Trudeau, Montreal, Canada (YUL)
Date/time:	03 June 2016, 21:55
Duration:	4h50m
Aircraft:	Airbus A320-100/200 Narrowbody Jet
Cabin class:	Business (D)

Add to calendar

Air Canada

Operated By: Air Canada Express - Jazz
Flight # AC8989

Booking reference: S5HPGZ
Status: Booked

Departing:	Montreal Trudeau, Montreal, Canada (YUL)
Date/time:	03 June 2016, 22:55
Arriving:	Ottawa Intl Airport, Ottawa, Canada (YOW)
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Duration:	0h39m
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Cabin class:	Economy (B)

Add to calendar

Fare details

Fare accepted:	2392.21 CAD
Taxes and fees:	0.00 XX
Total amount:	2392.21 CAD
Fare routing:	YVR - YUL YUL - YOW

Service Fees

Fee 1 Base:	58.00 CAD
Fee 1 Taxes:	2.90 CAD GST
Fee 1 Total:	60.90 CAD

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Gaudette, Lise

From: Rudeen, Line
Sent: 2016-Jul-12 8:27 AM
To: Fortin, Michelle
Cc: Trudel, Emilie; Gaudette, Lise
Subject: FW: DM Travel- June 2016

Over to you merci

From: Désormeaux, Suzanne
Sent: July-11-16 9:32 AM
To: Rudeen, Line <line.rudeen@justice.gc.ca>; Platt, Diane <Diane.Platt@justice.gc.ca>
Cc: Sheridan, Kathleen <Kathleen.Sheridan@justice.gc.ca>; Désormeaux, Suzanne <Suzanne.Desormeaux@justice.gc.ca>
Subject: FW: DM Travel- June 2016

Bonjour Diane,

We need to have the CFO's approval for the Deputy Minister's trip to Vancouver. The DM travelled to Vancouver from June 1 to 3, 2016 to attend the FPT Deputy Minister's Responsible for Justice and Public Safety meeting.

The DM travelled back from Vancouver to Ottawa in business class. The reason for this was to allow the DM to work and read during the flight.

The DM also stayed at the Westin Wall Centre at the Vancouver Airport during his trip. The reason for this was that the FPT DM's meeting was being held at this hotel. All participants of the FPT DM meeting stayed at the Westin Wall Centre.

Please provide your approval.

Thank you,

Suzanne Désormeaux
Office Manager to the Deputy Minister's Office
Responsable administratif du bureau du sous-ministre
Office of the Deputy Minister // Bureau du sous-ministre
Justice Canada
284 Wellington Street
Ottawa, ON
Tel.: 613-946-3868

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Flight # AC8989

Booking reference: S5HPGZ
Status: Booked

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Duration:	0h39m
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Cabin class:	Economy (B)

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CITIZENS OF COUNTRIES OTHER THAN CANADA AND THE UNITED STATES SHOULD CONTACT THEIR CONSULATE OR EMBASSY FOR BOARDING REQUIREMENTS OR CONSULT HRG GOVERNMENT TRAVEL SERVICE.

PROOF OF ONWARD OR RETURN TRAVEL MAY BE REQUIRED AT CHECK-IN.

PASSPORT AND VISA REQUIREMENTS:

PLEASE ENSURE PASSPORT IS VALID FOR 6 MONTHS BEYOND EXPECTED RETURN DATE.

ALL CHILDREN REGARDLESS OF AGE MUST HAVE THEIR OWN PASSPORT

CITIZENS OF COUNTRIES OTHER THAN CANADA AND THE UNITED STATES SHOULD CONTACT THE CONSULATE OR EMBASSY FOR PASSPORT AND VISA REQUIREMENTS OR CONSULT HRG GOVERNMENT TRAVEL SERVICE.

CHECK-IN:

* PLEASE ALLOW 2HRS FOR DOMESTIC (CANADA); TRANSBORDER (USA) CHECK-IN

* ALLOW 3HRS FOR ALL INTERNATIONAL CHECK-IN

THE AIRLINES RESERVE THE RIGHT TO DENY BOARDING IF MINIMUM CHECK-IN TIMES ARE NOT MET

FLIGHT TIMES ARE SUBJECT TO CHANGE; PLEASE RE-CONFIRM FLIGHT TIMES PRIOR TO DEPARTURE.

IF YOU ARE TRAVELLING TO AN INTERNATIONAL DESTINATION, PLEASE RECONFIRM YOUR RESERVATIONS 72 HOURS PRIOR TO DEPARTURE DIRECTLY WITH THE AIR CARRIER.

FOR FREE BAGGAGE ALLOWANCE AND/OR APPLICABLE FEES FOR CARRY-ON//CHECKED BAGGAGE RELATED TO YOUR FLIGHT - PLEASE VERIFY THE CARRIERS WEBSITE.

ACCOMMODATIONS:

PLEASE VERIFY THE RATE AT CHECK-IN AS LOCAL MARKET CONDITIONS MAY DICTATE A LOWER RATE.

THE SUPPLIERS PROVIDING SERVICES FOR YOUR RESERVATION MAY HAVE IMPOSED RESTRICTIONS CONCERNING THE ABILITY TO CHANGE OR MODIFY YOUR RESERVATION. THE DETAILS OF THESE RESTRICTIONS WERE PROVIDED EITHER TO YOU OR TO THE PERSON MAKING THE RESERVATION ON YOUR BEHALF. DURING THE ONLINE RESERVATION PROCESS THESE RESTRICTIONS WERE ACCEPTED PRIOR TO SUBMITTING YOUR RESERVATION FOR PURCHASE. SHOULD YOU HAVE ANY QUESTIONS OR CONCERNS, PLEASE CONTACT AN HRG NORTH AMERICA TRAVEL COUNSELLOR.

NO-SHOWS:

NO-SHOWS ARE NOT PERMITTED AND RESULT IN THE FORFEIT OF THE FULL AMOUNT OF THE FARE AT DEPARTURE TIME; PLEASE NOTE THAT NO-SHOWS AT ORIGINAL POINT OF DEPARTURE WILL ALSO RESULT IN CANCELLATION OF THE REMAINDER OF THE FLIGHTS.

CHANGES OR CANCELLATIONS MUST BE MADE PRIOR TO SCHEDULED TRAVEL DATE AND; FLIGHT TIME TO PREVENT NO SHOWS AND AVOID FORFEIT OF VALUE OF TICKET.

PLEASE NOTE THAT FARES MAY BE SUBJECT TO CHANGE AND ARE GUARANTED ONLY ONCE TICKETED.

Travel Industry regulations require the travel agency to advise the customer about the availability of optional trip cancellation insurance and optional out of province health insurance. Individuals may contact the travel insurance provider of their choice to obtain a personal quote. TICO NO. 1355825

HRG North America, 370 King St. W., Suite 700, Toronto ON M5V 1J9, 1-866-857-3578

Department of Justice Canada / Ministère de la Justice Canada

PAYMENT VOUCHER / BORDEREAU DE PAIEMENT

Scanned Documents / Documents numérisés ☐
Final Payment / Paiement Final ☐
Original document kept in legal file / Document original conservé dans le dossier ☐

Region - Région: NCR
Organization - Organisation: DEPUTY MINISTER'S OFFICE
Vendor code - Code fournisseur : 134710

Payee name - Nom du bénéficiaire : ARI Financial Services Inc
Address - Adresse :

Sent to Finance 8/06/16
Copy sent to DO3020
originals 10/6/16

Processed in IFMS
Doc.# 1749002880
Date 9.06.16

Date goods received or services rendered - Date de réception des produits ou services:
Date invoice received / Date de réception de la facture: June 7, 2016

CHEQUE STUB INFORMATION - INFORMATION SUR LE TALON DU CHÈQUE

Invoice number / Numéro de la facture	Details / Détails	Amount / Montant
MDWF96	Deputy Minister's Vehicle - Gasoline and Maintenance	1794.68

ACCOUNTING INFORMATION *(FOR ADDITIONAL LINES SEE PAGE 2)* - RENSEIGNEMENTS DE LA COMPTABILITÉ *(POUR DES LIGNES SUPPLÉMENTAIRES - VOIR PAGE 2)*

	GL Account / Compte général	Net Amount / Montant net	HST/GST / TVH/TPS	QST/ TVQ	Cost center / Centre de coût	Fund / Fonds	Functional Area / Domaine Fonctionnel	Order / Ordre	Assignment / Affectation	Description	Commitment PO / Engagement Bon de commande	Line Item / L. d'item
1	4503	349.55	25.91	24.35	12000	15	4010			Gasoline	300258239	1
2	4503	6.40	0.83		12000	15	4010			Car Program Fee	300258239	2
3	4620	1,208.48	67.79	111.37	12000	15	4010			Repair & Maintenance	300258239	3
Sub-Total		$ 1,564.43	$ 94.53	$ 135.72								
Sub-Total Tax Amount			$ 230.25									
TOTAL		$ 1,794.68										

The following boxes must be check by the verifier - Les cases suivantes doivent être cochée par le vérificateur

☐ Services Rendered/Goods Supplied / Services rendus/marchandises livrées
☐ Contract Terms Met / Rencontre les Termes du contrat
☐ Supporting documentation / Documentation à l'appui

Account Verified - Name / Compte Vérifié - Nom | Signature | Date Y-A M D-J

Prepared by - Name / Préparé par - Nom: Sylvie Crispin | Date Y-A 2016 M 06 D-J 07 | G/R :

CERTIFIED PURSUANT TO SECTION 34 OF THE *FINANCIAL ADMINISTRATION ACT* - CERTIFIÉ EN VERTU DE L'ARTICLE 34 DE *LA LOI SUR LES FINANCES PUBLIQUES*

Name - Nom: Stéphanie Poliquin - Chief of Staff - DMO | Signature: [signature] | Date Y-A 2016 M 06 D-J 07

JUS 396-4 (2014/01)

ORIGINAL

ARI Automotive Resources International

ARI FINANCIAL SERVICES INC.
SERVICES FINANCIERS ARI INC.
1270 CENTRAL PARKWAY WEST
SUITE 600
MISSISSAUGA, ONTARIO L5C4P4
TOLL FREE / SANS FRAIS (800) 361-5882
FAX / TELECOPIEUR: (905) 803-8644
TEL: (905) 803-8000

MISC. INVOICE / FACTURE D'ENTRETIEN

GST REG / TPS NO: #136025582RT
QST REG / TVQ NO: #1015619615

CLIENT CODE / NO DE CLIENT:	4G21-17	INVOICE NO / NO DE FACTURE:	MDWF96
DUE DATE / DATE D'ECHEANCE:	06/30/16	INVOICE DATE / DATE DE LA FACTURE:	05/26/16

RECEIVED JUN - 7 2016

UNIT / UNITE	ITEM / ARTICLE	DATE	DESCRIPTION	AMOUNT / MONTANT
005 -339226	HST -CANADIAN TAX ACCT/	06/01/2016	JE- 2228803 HST CHG ON MTHLY SVC	.83
005 -339226	TMS&FUEL - SGT ESSENCE SPEC/	06/01/2016	JE- 2228803 MTHLY TMS - SGT CHRG	6.40
	GST= SUB-TOT=	6.40		
	HST= .83		SUB-TOTAL	7.23
005 -339226	GASOLINE/ESSENCE TYPE: UNLEAD	04/19/2016	PR: PQ VEND: SHELL CA REF#: 2056026419 CC#: 60800005791	49.81
005 -339226	GST CHARGEBACKS/TPS	04/19/2016	GST- FUEL CC#: 60800005791	2.49
005 -339226	QST/TAXE QC REMBOURSABLE	04/19/2016	QST- FUEL CC#: 60800005791	4.97
005 -339226	GASOLINE/ESSENCE TYPE: UNLEAD	04/22/2016	PR: ON VEND: PETRO CA REF#: 00259997 CC#: 60800005791	52.54
005 -339226	HST -CANADIAN TAX ACCT/	04/22/2016	HST- FUEL CC#: 60800005791	6.83
005 -339226	GASOLINE/ESSENCE TYPE: UNLEAD	04/28/2016	PR: PQ VEND: CST CANA REF#: 73606 CC#: 60800005791	56.27
005 -339226	GST CHARGEBACKS/TPS	04/28/2016	GST- FUEL CC#: 60800005791	2.81
005 -339226	QST/TAXE QC REMBOURSABLE	04/28/2016	QST- FUEL CC#: 60800005791	5.61
005 -339226	GASOLINE/ESSENCE TYPE: UNLEAD	05/03/2016	PR: PQ VEND: SHELL CA REF#: 0372818498 CC#: 60800005791	46.60
005 -339226	GST CHARGEBACKS/TPS	05/03/2016	GST- FUEL CC#: 60800005791	2.33
005 -339226	QST/TAXE QC REMBOURSABLE	05/03/2016	QST- FUEL CC#: 60800005791	4.65
005 -339226	GASOLINE/ESSENCE TYPE: UNLEAD	05/07/2016	PR: PQ VEND: SHELL CA REF#: 2056023349 CC#: 60800005791	31.88
005 -339226	MISC SERVICE/SERVICE DIVERS	05/07/2016	PR: PQ VEND: SHELL CA REF#: 2056023349 CC#: 60800005791	10.95
005 -339226	GST CHARGEBACKS/TPS	05/07/2016	GST- FUEL CC#: 60800005791	1.59
005 -339226	GST CHARGEBACKS/TPS	05/07/2016	GST- MAINT CC#: 60800005791	.55
005 -339226	QST/TAXE QC REMBOURSABLE	05/07/2016	QST- FUEL CC#: 60800005791	3.18
005 -339226	QST/TAXE QC REMBOURSABLE	05/07/2016	QST- MAINT CC#: 60800005791	1.09
005 -339226	GASOLINE/ESSENCE TYPE: UNLEAD	05/12/2016	PR: ON VEND: CANADIAN REF#: 000638 CC#: 60800005791	52.92
005 -339226	HST -CANADIAN TAX ACCT/	05/12/2016	HST- FUEL CC#: 60800005791	6.88
005 -339226	GASOLINE/ESSENCE TYPE: UNLEAD	05/18/2016	PR: PQ VEND: CST CANA REF#: 89055 CC#: 60800005791	59.53
005 -339226	GST CHARGEBACKS/TPS	05/18/2016	GST- FUEL CC#: 60800005791	2.98
005 -339226	QST/TAXE QC REMBOURSABLE	05/18/2016	QST- FUEL CC#: 60800005791	5.94
	GST= 12.75 SUB-TOT=	360.50		
	HST= 13.71			
QST/TVQ:	TOTAL: 25.44 FUEL/ESSENCE:	24.35	DIESEL: MAINT/ENTRETIEN 1.09 SUB-TOTAL	412.40
005 -339226	GOODYEAR CANADA INC. VENDOR: 015412	04/25/2016	QTY: 004.00 CONSUMER WAREHOUSE F	60.00
	INVOICE: 0073530495	04/25/2016	QTY: 001.00 ENSEMBLE ADAPTATION	49.95
	EVENT: 59500438	04/25/2016	QTY: 004.00 CAPTEUR TPMS	263.80
	P.O.: 00058962209 ODOM: 16,532	04/25/2016	QTY: 004.00 SMS 17X7.5-5X115 (MA	631.80
	CLIENT AUTH: SYLVIE CRISPIN	04/25/2016	QTY: 004.00 2-WHEEL SEASONAL CHA	100.00
		04/25/2016	QTY: 001.00 GST - CANADA	55.28
		04/25/2016	QTY: 001.00 QST - CANADA	110.28
			SUB-TOTAL	1,271.11
	GST= 55.28 SUB-TOT=	1,105.55		
QST/TVQ:	TOTAL: 110.28 FUEL/ESSENCE:		DIESEL: MAINT/ENTRETIEN 110.28	
005 -339226	TOPS CAR WASH CO LTD VENDOR: 000912	04/27/2016	QTY: 001.00 WASH	91.98

MAIL TO / POSTER A:
DEPT OF JUSTICE
ATTN: SYLVIE CRISPIN
284 WELLINGTON ST, EMB-4143A
OTTAWA ON K1A 0H8

REMIT TO / REMETTRE A:
ARI FINANCIAL SERVICES T46163
P O BOX 46163
POSTAL STATION A
TORONTO ON M5W4K9

PBN:136025582PG0002

PLEASE RETURN 1 COPY OF THIS PAGE WITH YOUR PAYMENT
CF02 (07/07)

* DATE REPRESENTS PURCHASE DATE OR DATE PAID BY ARI / DATE REPRÉSENTANT DATE D'ACHAT OU DATE DE PAIEMENT PAR ARI

993 UNKNOWN 9A

ORIGINAL

ARI FINANCIAL SERVICES INC.
SERVICES FINANCIERS ARI INC.
1270 CENTRAL PARKWAY WEST
SUITE 600
MISSISSAUGA, ONTARIO L5C4P4
Automotive Resources International
TEL: (905) 803-8000
TOLL FREE / SANS FRAIS (800) 361-5882
FAX / TELECOPIEUR: (905) 803-8644

MISC. INVOICE / FACTURE D'ENTRETIEN

GST REG / TPS NO: #136025582RT
QST REG / TVQ NO: #1015619615

CLIENT CODE / NO DE CLIENT:	4G21-17	INVOICE NO / NO DE FACTURE:	MDWF96
DUE DATE / DATE D'ECHEANCE:	06/30/16	INVOICE DATE / DATE DE LA FACTURE:	05/26/16

UNIT / UNITE	ITEM / ARTICLE	DATE	DESCRIPTION	AMOUNT / MONTANT
005 -339226	INVOICE: 013968	04/27/2016	QTY: 001.00 HST - CANADA	11.96
	EVENT: 59544477		SUB-TOTAL	103.94
	P.O.: 00059008266 ODOM: 16,832			
	GST= SUB-TOT=	91.98		
	HST= 11.96			
	GST= 68.03 SUB-TOT=	1,564.43		
	HST= 26.50			
QST/TVQ: TOTAL:	135.72 FUEL/ESSENCE:	24.35	DIESEL: MAINT/ENTRETIEN 111.37	
	339226 CC # 6080000579176785		VEHICLE TOTAL ****	1,794.68
	GST= 68.03 SUB-TOT=	1,564.43		
	HST= 26.50			
QST/TVQ: TOTAL:	135.72 FUEL/ESSENCE:	24.35	DIESEL: MAINT/ENTRETIEN 111.37	
			PLEASE PAY THIS TOTAL >	1,794.68

MAIL TO / POSTER A:
DEPT OF JUSTICE
ATTN: SYLVIE CRISPIN
284 WELLINGTON ST, EMB-4143A
OTTAWA ON K1A 0H8

REMIT TO / REMETTRE A:
ARI FINANCIAL SERVICES T46163
P O BOX 46163
POSTAL STATION A
TORONTO ON M5W4K9

PBN:136025582PG0002

* DATE REPRESENTS PURCHASE DATE OR DATE PAID BY ARI / DATE REPRÉSENTANT DATE D'ACHAT OU DATE DE PAIEMENT PAR ARI

CF02 (07/07) 993 UNKNOWN 9A

ORIGINAL

ARI FINANCIAL SERVICES INC.
SERVICES FINANCIERS ARI INC.
1270 CENTRAL PARKWAY WEST
SUITE 600
MISSISSAUGA, ONTARIO L5C4P4
TOLL FREE / SANS FRAIS (800) 361-5882
FAX / TELECOPIEUR: (905) 803-8644

Automotive Resources International
TEL: (905) 803-8000

MISC. INVOICE / FACTURE D'ENTRETIEN

GST REG / TPS NO: #136025582RT
QST REG / TVQ NO: #1015619615

CLIENT CODE / NO DE CLIENT:	4G21-17	INVOICE NO / NO DE FACTURE:	MDWF96
DUE DATE / DATE D'ECHEANCE:	06/30/16	INVOICE DATE / DATE DE LA FACTURE:	05/26/16

SUMMARY PAGE TOTAL FOR SUB DIVISION 005

TAXES	230.25		
GST CHARGEBACKS/TPS	68.03	HST -CANADIAN TAX ACCT/	26.50
QST-MAINT/ENTRETIEN	135.72		
PROGRAM FEES	6.40		
TMS&FUEL - SGT ESSENCE SPEC/	6.40		
FUEL	349.55		
GASOLINE/ESSENCE	349.55		
REPAIR & MAINTENANCE	1,048.48		
MISC SERVICE/SERVICE DIVERS	10.95	SHOP SUPPLIES/FOURNITURES D'AT	945.55
WASH POLISH & MISC/LAV.,POLISS	91.98		
TIRES	160.00		
TIRE BALANCE AND ROTATE/REGLAG	100.00	TIRES REPAIRS & ASSO EXPENSE/R	60.00

SUMMARY TOTAL: 1,794.68

MAIL TO / POSTER A:
DEPT OF JUSTICE
ATTN: SYLVIE CRISPIN
284 WELLINGTON ST, EMB-4143A
OTTAWA ON K1A 0H8

REMIT TO / REMETTRE A:
ARI FINANCIAL SERVICES T46163
P O BOX 46163
POSTAL STATION A
TORONTO ON M5W4K9

PBN:136025582PG0002

CF02 (07/07)

* DATE REPRESENTS PURCHASE DATE OR DATE PAID BY ARI / DATE REPRÉSENTANT DATE D'ACHAT OU DATE DE PAIEMENT PAR ARI

993 UNKNOWN 9A

15871 ①

s.18(a)

SHELL
** **
620 MALONEY OUEST
GATINEAU, QC
J8T 8K7 TEL: 819-243-3353

Taxe	Description	Qté	Montant
FP	Bronze	N°3	
	64.880 L @ 0,989$/ L		64,17$

Total partiel 64,17$
Montant TPS Taxable 0,00$
TPS Taxe 0,00$
Montant TVP Taxable 0,00$
TVP Taxe 0,00$

Total 64,17$

ARI CANADA: 64,17$
Monnaie 0,00$

00 APPROUVÉE - MERCI 001

ARI CANADA
TERMINAL N° 89205602
ACHAT S
FACT N° 2056026419

COMPT K.IL N° 15771

X______________________ 370929

Le Titulaire versera ce montant à l'émetteur conformément au contrat adhérent

IMPORTANT
conserver cette copie pour vos dossiers

CARBURANT INCLUS TPS 2,79$
CARBURANT INCLUS TVP 5,57$

TPS - Carburant - N° 825827686 RT
TVP - Carburant - N° 4018058125 TQ

VOTRE OPINION COMPTE
Parlez-nous de votre récente visite à une station Shell à
www.shell.ca/opinion
pour courir la chance de gagner une carte-cadeau Shell de 500$
*Un reçu est requis

MERCI
Questions? 1-800-661-1600

Poste	Tran	Magasin	Opér	2016/04/19
2	132540020560		CAI	06:00:29

16370 ②

PETRO-CANADA
676 SOMERSET ST
OTTAWA
Ontario K1R 6P4

F-HST: 879156412 (613) 237-9555
P-HST: 86327011
2016-04-22 PC0032871:0055501 14:07
TERMINAL: 050055501 OPER: A
PAYPOINT: 050055501

FUEL	(L)	($/L)	($)
Pump 2 Regular	61.284	1.009	61.84*
Total Owed			61.84

TOTAL PAID
CREDIT CARD $ 61.84

*TAXES INCL. #TAXES EXCL.

F-HST TOTAL $ 2.74
P-HST TOTAL $ 4.38

ARI CANADA S
INV. 259997 AUTH. 543151
Purchase

00 APPROVED - THANK YOU

-- IMPORTANT --
Retain This Copy For Your Records

CUSTOMER COPY

Survey! Earn Points & chance to win gas petro-canada.ca/hero

16919 ③

Ultramar

320 Greber TPS: 835860131
Gatineau,Qc TVQ: 1219927297
J8T 5R3
DATE: 2016-04-28 HEURE: 06:21
No STATN: 24692 No TRANS.: 692248

No MARCHAND: 22469245704
No PLAQUE: ________

CARBURANT	(L)	($/L)	($)
Distr. 1			
Regulier	62.552	1.059	66.24#

Taxes sur 62.552 Litres de Carb. Regulier
TPS: 5.000% = $2.88
TVQ: 9.975% = $5.75
Total des taxes: = $8.63

#TAXES INCLUSES *TAXES EXCLUES

TOTAL $ 66.24
ACHAT ARI 66.24

Achat
ARI G
TERMID: 246928E1
No FACTURE: 00009694
RÉF: 477001001001
ACI/ISO 001/00
APPROUVÉE 062134

Notre mission:
Combler plus de clients chaque jour

2 JOURS D'ÉCONOMIES AVEC LES JEUDREDIS SUPREME! ÉCONOMISEZ 3 CENTS/L SUR L'ESSENCE SUPREME LES JEUDIS ET VENDREDIS.

061824

④

SHELL
** **
135 MONTCALM
GATINEAU, QC
J8X 2M1 TEL: 819-776-5700

Taxe	Description	Qté	Montant
FP	Bronze N°6		
	58.877 L @ 1,019$/ L		60,00$
	AIR MILES	1	0,00$

Total partiel 60,00$
Montant TPS Taxable 0,00$
TPS Taxe 0,00$
Montant TVP Taxable 0,00$
TVP Taxe 0,00$
Total 60,00$
ARI CANADA: 60,00$
Monnaie 0,00$

00 APPROUVÉE - MERCI 001

ARI CANADA
TERMINAL N° 89037281
S
ACHAT
FACT N° 0372818498
N° carte :
Terminal : 03728
Autorisation : 200113027010016050310053131

****
MILLES AIR MILES ACCUMULÉS : 1
****
* VOUS AVEZ ACHETE 0.0 L DE CARBURANTS SUPER SHELL V-POWER - OBTENEZ 50 MILLES EN PRIME AVEC UN ACHAT CUMULATIF TOTALISANT AU MOINS 100 L DE CARBURANTS SUPER SHELL V-POWER ENTRE LE 1ER ET LE 31 MAI 2016. ... PRIS EN COMPTE APRES LA PROMOTION.

CARBURANT INCLUS TPS 2,61$
CARBURANT INCLUS TVP 5,21$

TPS - Carburant - N° 825827686 RT0001
TVP - Carburant - N° 4018058125 TQ0001

VOTRE OPINION COMPTE
Parlez-nous de votre récente visite à une station Shell à
www.shell.ca/opinion
pour courir la chance de gagner une carte-cadeau Shell de 100$
*Un reçu est requis

MERCI
Questions? 1-800-661-1600

Poste	Tran	Magasin	Opér	
1	802701C03728		CAI	2016/05/03 22:21:51

s.18(a)
s.19(1)

s.18(a)

(5)

SHELL
** **
620 MALONEY OUEST
GATINEAU, QC
J8T 8K7 TEL : 819-243-3353

Taxe	Description		Qté	Montant
FP	Bronze	N°7		
	41.507 L @ 0,989$/ L			41,05$
FP	LAV EXTRA AVEC ESS		1	11,99$

Total partiel	53,04$
Montant TPS Taxable	11,99$
TPS Taxe	0,60$
Montant TVP Taxable	11,99$
TVP Taxe	1,20$
Total	**54,84$**
ARI CANADA:	54,84$
Monnaie	0,00$

00 APPROUVEE - MERCI 001

ARI CANADA [redacted]
TERMINAL N° 89205602
ACHAT S
FACT N° 2056023349
adherent

IMPORTANT
conserver cette copie pour vos dossiers

CARBURANT INCLUS TPS	1,79$
CARBURANT INCLUS TVP	3,56$

TPS	- Carburant - N°	825827686 RT
TVP	- Carburant - N°	4018058125 TQ
TPS	- March - QC N°	140717059
TVP	- March - QC* N°	1017917931

Code lavage

LAV EXTRA AVEC E **17672**
Valable pour un lavage seulement.

MERCI
Questions? 1-800-661-1600

Poste	Tran Magasin	Opér	
2	173577020560	CAI	2016/05/07 10:09:28

18381 (6)

Canadian Tire #1335
2201 Greenbank Rd.
Nepean, Ontario
K2J 4Y6
613-825-2766

2016-05-12 07:01:46 TRANS #: 034177
HST: R100773019
Paypoint : 01K

FUEL Pump 2	(L)	($/L)	($)
Regular	60.161	1.019	61.30

HST INCLUDED IN FUEL $ 7.05

TOTAL $ 61.30

ARIGOV [redacted] S

TERMID: 1335P001
INVOICE NO: 000638
APPROVED 288712

Become a Member of the My Canadian Tire 'Money' program today at www.canadiantire.ca. Collect e-CT 'Money' to redeem at Canadian Tire.

THANK YOU FROM
CT STATION # 1335

18895 (7)

Ultramar

253 St-René o. TPS: 835860131
Gatineau TVQ: 1219927297
Qc J8P 2V7
DATE: 2016-05-18 HEURE: 06:15
No STATN: 03227 No TRANS.: 351850

No MARCHAND: 20322745704
No PLAQUE: ________

CARBURANT Distr. 4	(L)	($/L)	($)
Ordinaire	64.944	1.079	70.07#

Taxes sur 64.944 Litres de Carb. Ordinaire
TPS: 5.000% = $3.05
TVQ: 9.975% = $6.08
Total des taxes: = $9.13

#TAXES INCLUSES *TAXES EXCLUES

TOTAL $ 70.07
ACHAT ARI 70.07

Achat
ARI [redacted] G
TERMID: 03227BE1
No FACTURE: 00001660
RÉF: 525001001007
ACI/ISO 001/00
APPROUVÉE 061505

Department of Justice Canada / Ministère de la Justice Canada

PAYMENT VOUCHER / BORDEREAU DE PAIEMENT

Scanned Documents / Documents numérisés ☐
Final Payment / Paiement Final ☐
Original document kept in legal file / Document original conservé dans le dossier ☐

Region - Région: NCR

Organization - Organisation: DEPUTY MINISTER'S OFFICE

Vendor code - Code fournisseur : 134710

Payee name - Nom du bénéficiaire : ARI Financial Services Inc

Address - Adresse :

Sent to Finance 8/06/16
Copy sent to CDO2020
original 10/6/16

Processed in IFMS
Doc.# 1719002887
Date 9-06-16

APP'D

Date goods received or services rendered - Date de réception des produits ou services:

Date invoice received / Date de réception de la facture: June 7, 2016

CHEQUE STUB INFORMATION - INFORMATION SUR LE TALON DU CHÈQUE

Invoice number / Numéro de la facture	Details / Détails	Amount / Montant
MDWF96	Deputy Minister's Vehicle - Gasoline and Maintenance	1794.68

ACCOUNTING INFORMATION *(FOR ADDITIONAL LINES SEE PAGE 2)* - RENSEIGNEMENTS DE LA COMPTABILITÉ *(POUR DES LIGNES SUPPLÉMENTAIRES - VOIR PAGE 2)*

	GL Account / Compte général	Net Amount / Montant net	HST/GST / TVH/TPS	QST/ TVQ	Cost center / Centre de coût	Fund / Fonds	Functional Area / Domaine Fonctionnel	Order / Ordre	Assignment / Affectation	Description	Commitment PO / Engagement Bon de commande	Line Item / L. d'item
1	4503	349.55	25.91	24.35	12000	15	4010			Gasoline	300258239	1
2	4503	6.40	0.83		12000	15	4010			Car Program Fee	300258239	2
3	4620	1,208.48	67.79	111.37	12000	15	4010			Repair & Maintenance	300258239	3
Sub-Total		$ 1,564.43	$ 94.53	$ 135.72								
Sub-Total Tax Amount			$ 230.25									
TOTAL		$ 1,794.68										

The following boxes must be check by the verifier - Les cases suivantes doivent être cochée par le vérificateur

☐ Services Rendered/Goods Supplied / Services rendus/marchandises livrées
☐ Contract Terms Met / Rencontre les Termes du contrat
☐ Supporting documentation / Documentation à l'appui

Account Verified - Name / Compte Vérifié - Nom

Signature

Date Y-A M D-J

Prepared by - Name / Préparé par - Nom: Sylvie Crispin

Date Y-A 2016 M 06 D-J 07

G/R :

CERTIFIED PURSUANT TO SECTION 34 OF THE *FINANCIAL ADMINISTRATION ACT* - CERTIFIÉ EN VERTU DE L'ARTICLE 34 DE *LA LOI SUR LES FINANCES PUBLIQUES*

Name - Nom: Stéphanie Poliquin - Chief of Staff - DMO

Signature: [signature]

Date Y-A 2016 M 06 D-J 07

JUS 396-4 (2014/01)

s.18(a)

St-Germain, Paul

From: Poliquin, Stéphanie
Sent: April 27, 2016 9:15 AM
To: St-Germain, Paul
Subject: RE: Approbation Car Cleaning

Approuvé.

From: St-Germain, Paul
Sent: Wednesday, April 27, 2016 7:50 AM
To: Poliquin, Stéphanie
Subject: Approbation Car Cleaning

Bonjour Stéphanie,
Le temps est venu de faire le lavage printanier de la voiture (calcium sur les tapis ect) donc pourrais-je avoir ton approbation, le cout sera d'environ 130$.
merci

Paul St-Germain
Driver | Chauffeur
Office of the Deputy Minister of Justice and Deputy Attorney General | Cabinet du sous-ministre de la Justice et sous-procureur général
Department of Justice Canada | Ministère de la Justice Canada
284 Wellington Street, Room 4086 | 284, rue Wellington, pièce 4086
Ottawa, Ontario K1A 0H8

DEPT OF JUSTICE 500
1119
589226 16 500 TOURL

TOPS CARWASH
979 RICHMOND RD
OTTAWA ON
402926 CX0022

Authorization no. / N° d'autorisation
Date: 04 27 16

BYDJ718-ON 013968

Amount / Montant	
FULL SERVICE	31.99
1 CARPET EXP	59.99
P.S.T. / T.V.P.	11.96
G.S.T. / T.P.S.	
Total dollars / Montant total	103.94

TOPS CAR WASH CO. LTD.
979 RICHMOND ROAD
OTTAWA, ON K2B 6R1
TEL: 728-4232

Paul St-Germain
Customer's signature / Signature du client
Sales slip / Facture de vente
613-952-3500

613-728-4232

Car# 935

LP# BYDJ718-ON

Cashier1, 04/27/16, 02:43 PM
Shift 1, Empl 1011, Sale # 40550805760

1 Full Service Wash	31.99
1 Carpet Express	59.99
Subtotal	91.98
Sales Tax	11.96
Total	103.94
House Acct #1* (ARI)	103.94

Keep your car clean and save $$$, too!
Return by the dates listed below and save on any wash!
Friday, May 06, 2016 - $2 off
Monday, May 16, 2016 - $1 off

Thank You For Your Business!

TRES IMPORTANT Les ecrous de fixation des jantes doivent etre resserrees apres 100 kilometres suite a toute operation necessitant leur retrait.

s.18(a)
s.19(1)

Livré à :
MINISTERE DE LA JUSTICE
284, WELLINGTON,

OTTAWA, ON
K1A 0H8

Vendu pour :
Goodyear Canada Inc.
9091, Henri-Bourassa Ouest,

St-Laurent, Quebec.
H4S 1H9

☒ Gatineau
1028 St-Louis
J8T 2S4
Tél: (819) 561-1936
Fax : (819) 561-7497

☐ Gatineau
372, boul. Maloney ouest,
J8P 1E5
Tél: (819) 643-1936

☐ Hull
17, boul. St-Raymond
J8Y 1A0
Tél: (819) 771-7380

Référence	Date
1-13204	2016-04-25

No. véhicule	No. commande	Numéro carte	Expiration	Document	Limite
			11/19	198405	500.00

No. client	Téléphone	No. de Série	Flotte	Page	Non Sig
	(800) 440-2770		ARI GOUV.	1	1109826

Marque	Modèle	Année	Plaque	Kilométrage
CHRYSLER	300	16		16532

ITEMS A FACTURER AUX COMPTES NATIONAUX

Quantité	No de produit	Description	Détail	% esc.	Prix net	Total
4.00	081085	SMS 17X7,5 5X115	157.95		157.95	631.80
1.00		ENSEMBLE ADAPTATION AVEC NOIX	49.95		49.95	49.95
4.00	68241067-AB	CAPTEUR TPMS	65.95		65.95	263.80
4.00	CBM	Installation & Equilibrage Mag	25.00		25.00	100.00
4.00	RM	P-215/65R17 U.G. WRT	15.00		15.00	60.00

****
Le maximum de couverture d'assurances pour des pneus et jantes en entreposage est de $800.00. Pour une couverture plus elevee, veuillez vous referer a votre assureur personnel de biens. Les pneus non reclames deviendront la propriete de la compagnie Les Experts sur Roues inc. apres 12 mois de la date de cette facture. Merci!
****
Remisage de pneus Entree sur numero : 198405

Vendeur	Pneus total	Pièces total	Ouvrage total	Taxe fédérale	Taxe provinciale	MONTANT TOTAL
1		945.55	160.00			1 105.55

COMPTE NATIONAL GOODYEAR

Nom du Chauffeur : ST-GERMAIN PAUL

Telephone chauffeur : 613/952-3500

Signature : ____________________

Department of Justice Canada / Ministère de la Justice Canada

PAYMENT VOUCHER / BORDEREAU DE PAIEMENT

Scanned Documents / Documents numérisés ☐
Final Payment / Paiement Final ☐
Original document kept in legal file / Document original conservé dans le dossier ☒

s.19(1)

Region - Région: NCR
Organization - Organisation: Minister's Office
Vendor code - Code fournisseur : 100032
Payee name - Nom du bénéficiaire : Telus
Address - Adresse :
Date goods received or services rendered - Date de réception des produits ou services:
Date invoice received / Date de réception de la facture:

CHEQUE STUB INFORMATION - INFORMATION SUR LE TALON DU CHÈQUE

Invoice number Numéro de la facture	Details Détails	Amount Montant
Jul. 5, 2016	Electronic Mail & Network March 17, 2016	121.18

17190043721

ACCOUNTING INFORMATION *(FOR ADDITIONAL LINES SEE PAGE 2)* - RENSEIGNEMENTS DE LA COMPTABILITÉ *(POUR DES LIGNES SUPPLÉMENTAIRES - VOIR PAGE 2)*

	GL Account Compte général	Net Amount Montant net	HST/GST TVH/TPS	QST/TVQ	Cost center Centre de coût	Fund Fonds	Functional Area Domaine Fonctionnel	Order Ordre	Assignment Affectation	Description	Commitment PO Engagement Bon de commande	Line Item L. d'item
1	2571	121.18			11050	15	4010			Secure Phone Lines Mar. 17, 2016	300260326	01
2												
3												

Sub-Total: $ 121.18 | $ 0.00 | $ 0.00
Sub-Total Tax Amount: $ 0.00
TOTAL: $ 121.18

The following boxes must be check by the verifier - Les cases suivantes doivent être cochée par le vérificateur
☐ Services Rendered/Goods Supplied / Services rendus/marchandises livrées
☐ Contract Terms Met / Rencontre les Termes du contrat
☐ Supporting documentation / Documentation à l'appui

Account Verified - Name / Compte Vérifié - Nom | Signature | Date Y-A M D-J

Prepared by - Name / Préparé par - Nom: J. Landry | Date Y-A 2016 M 07 D-J 06 | G/R :

CERTIFIED PURSUANT TO SECTION 34 OF THE *FINANCIAL ADMINISTRATION ACT* - C[redacted] *OI SUR LES FINANCES PUBLIQUES*

Name - Nom | Signature | Date Y-A M D-J

JUS 396-4 (2014/01)

Your TELUS bill

March 17, 2016

TELUS®

JODY WILSON RAYBOULD
Account number: [redacted]

s.18(a)
s.19(1)

12/18

interest paid on Apr 07 invoice

Account summary - turn over for details

Balance forward from your last bill	$100.96
New charges	
Home Phone	$121.18
Other charges and credits	$2.02
Total new charges	$123.20
Total due	**$224.16**

Did you forget your payment? The balance of $100.96 from your last bill is overdue and payable now. Please note that any payment received on or after the bill date of March 17, 2016 will be reflected on your next bill. If payment was already made, thank you.

JTA021934-0108155-28429-0002-0001-00-1 26

Can we help?

Visit our self-serve website at: www.TELUS.com
Call us at: 310-2255 or toll free at 1 888 811-2323

Write to us at:
TELUS
PO Box 7575
Vancouver, BC
V6B 8N9

GST/HST# 812758878 QST# 1211642781

TELUS is a trade name of TELUS Communications Company

For payment options, see page 2.

Your account number	Bill date	Total if received by Apr 07, 2016
[redacted]	Mar 17, 2016	$224.16

Payable on receipt

PTLCD01AE D 28429

Amount you're paying
$

J WILSON RAYBOULD

⑆31111⑈900⑆ 96

March 17, 2016
JODY WILSON RAYBOULD
Your Account

s.18(a)
s.19(1)

Previous charges and payments

Amount due on your last bill	$100.96
Payment received	$0.00

Balance forward from your last bill $100.96

Other charges and credits

Late payment charge Mar 17	$2.02

Total other charges and credits $2.02

Home phone

Charges for

Regular charges (Mar 17 to Apr 16)

TELUS Home Phone	$40.00
includes Local Line, Call Display, Visual Call Waiting, Call Return, 3 Way Calling and Voice Mail	
Bundle Discount	-$5.00
Unlisted Directory Charge	Free
E9-1-1 Provincial Network Fee	$0.10

Total home phone regular charges $35.10

Payment options

- Online at telus.com/billing
- Online Banking: Select "TELUS Communications" from your financial institutions list of payee names.
- Telephone/PC Banking: contact your financial institution, allow 3 business days for bank processing
- Pre-authorized Credit Card or Bank Payments
- In person at most financial institutions, allow 3 business days for bank processing
- By mail with remittance. Allow 5 business days for payment to reach us.

Late Payment Charge and NSF Fee

Bills are due upon receipt. Late payment charges of 2% compounded monthly (26.82% per annum) will be applied if payment is not received by the date shown on the account statement. Items returned for insufficient funds are subject to a $25.00 administration charge.

TELUS service terms and conditions

You can find these in the White Pages Directory, in the section called "General Terms of Service" or online at **telus.com/serviceterms.**

Send your payment to:

TELUS
PO BOX 7575
VANCOUVER BC
V6B 8N9

March 17, 2016
JODY WILSON RAYBOULD
Your Account

TELUS®

s.18(a)
s.19(1)

Long distance and usage charges

	# OF CALLS	MINS: SECS	COST ($)
Pay-per-minute Long Distance	1	3:00	$0.15

Total home phone long distance and usage charges $0.15
Total home phone charges for $35.25

Charges for

Regular charges (Mar 17 to Apr 16)

TELUS Home Phone	$40.00
includes Local Line, Call Display, Visual Call Waiting, Call Forwarding, 3 Way Calling and Voice Mail	
Bundle Discount	-$5.00
Unlisted Directory Charge	Free
E9-1-1 Provincial Network Fee	$0.10

Total home phone regular charges $35.10
Total home phone charges for $35.10

Charges for

Partial charges

Added: TELUS Home Phone (from Mar 04 to Mar 16 @ 40.00)	$17.93
Added: Bundle Discount (from Mar 04 to Mar 16 @ -5.00)	-$2.24
Added: E9-1-1 Provincial Network Fee (from Mar 04 to Mar 16 @ 0.10)	$0.04

Total home phone partial charges $15.73

Regular charges (Mar 17 to Apr 16)

TELUS Home Phone	$40.00
includes Local Line, Call Display, Visual Call Waiting, Call Return, Call Forwarding, 3 Way Calling and Voice Mail	
Bundle Discount	-$5.00
Unlisted Directory Charge	Free
E9-1-1 Provincial Network Fee	$0.10

Total home phone regular charges $35.10
Total home phone charges for $50.83

Total home phone charges $121.18

JTA0217934-0109157-28429-0002-0002-00-1 26

⑆3ⵠⵠⵠⵠ⑈900⑆ 96

s.18(a)
s.19(1)

March 17, 2016
JODY WILSON RAYBOULD
Your Account

MIX
Paper from responsible sources
FSC® C004212

Call details for

TYPE OF CALL	DATE AND TIME OF CALL	NUMBER AND PLACE YOU CALLED	MINS:SECS	COST ($)
Pay-per-minute Long Distance				
Total			3:00	$0.15
Total calls for				$0.15

Your Terms of Service
Please note that the Canadian Radio-television and Telecommunications Commission (CRTC) no longer regulates the price and most terms for local residential phone service in your area, and may soon deregulate business local exchange services as well. This change will not affect your service in any way. The enclosed TELUS Local Telephone Service Terms, which include limitations for liability, apply for all deregulated local exchange services, unless you are a business subscriber with a separate written agreement with TELUS for use of TELUS local exchange services. Please read the terms carefully as your continued use of the service will mean that you have accepted them. Visit telus.com/serviceterms for more information, including the status of deregulation of business exchange services in your area.

Voicemail CRTC regulation change
Voicemail is no longer subject to Canadian Radio-television and Telecommunications Commission (CRTC) regulation. As a result it now falls under the TELUS Terms of Service - these terms have been updated to reflect this. To learn more about our Terms of Service and what this change means for you, please visit: telus.com/publicpolicy
Please note that this does not affect the regulation of all your other TELUS products and services.

Credit/CR includes an amount on account of GST/HST, QST, and PST (based on the taxes levied in the Province of supply).

Commissioner for Complaints for Telecommunications Services
Do you have a complaint regarding your telecommunications services? If so, call us at 310-2255. If we can't resolve your complaint, the independent Commissioner for Complaints for Telecommunications Services (CCTS) may be able to assist you: www.ccts-cprst.ca or 1-888-221-1687.

Thank you for choosing TELUS.

Your TELUS bill

March 17, 2016

TELUS®

JODY WILSON RAYBOULD
Account number:

New Account

s.18(a)
s.19(1)

Account summary - turn over for details

Balance forward from your last bill $100.96

New charges

Home Phone	$121.18
Other charges and credits	$2.02

Total new charges $123.20

Total due $224.16

Did you forget your payment? The balance of $100.96 from your last bill is overdue and payable now. Please note that any payment received on or after the bill date of March 17, 2016 will be reflected on your next bill. If payment was already made, thank you.

JTA0217934-0108155-28429-0002-0001-00-12 6

Can we help?

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Write to us at:
TELUS
PO Box 7575
Vancouver, BC
V6B 8N9

GST/HST# 812758878 QST# 1211642781

TELUS is a trade name of TELUS Communications Company

For payment options, see page 2.

Your account number	Bill date	Total if received by Apr 07, 2016
	Mar 17, 2016	$224.16

Payable on receipt

PTLCD01A E D 28429

Amount you're paying

$

J WILSON RAYBOULD

⑆31111⑈9001⑆ 96

s.18(a)
s.19(1)

March 17, 2016
JODY WILSON RAYBOULD
Your Account

MIX Paper from responsible sources FSC C004212

Previous charges and payments

Amount due on your last bill	$100.96
Payment received	$0.00

Balance forward from your last bill $100.96

Other charges and credits

Late payment charge Mar 17	$2.02

Total other charges and credits $2.02

Home phone

Charges for DOJ

Regular charges (Mar 17 to Apr 16)

TELUS Home Phone	$40.00
includes Local Line, Call Display, Visual Call Waiting, Call Return, 3 Way Calling and Voice Mail	
Bundle Discount	-$5.00
Unlisted Directory Charge	Free
E9-1-1 Provincial Network Fee	$0.10

Total home phone regular charges $35.10

Payment options

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- Online Banking: Select "TELUS Communications" from your financial institutions list of payee names.
- Telephone/PC Banking: contact your financial institution, allow 3 business days for bank processing
- Pre-authorized Credit Card or Bank Payments
- In person at most financial institutions, allow 3 business days for bank processing
- By mail with remittance. Allow 5 business days for payment to reach us.

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PO BOX 7575
VANCOUVER BC
V6B 8N9

March 17, 2016
JODY WILSON RAYBOULD
Your Account

TELUS®

s.18(a)
s.19(1)

Long distance and usage charges

	# OF CALLS	MINS: SECS	COST ($)
Pay-per-minute Long Distance	1	3:00	$0.15

Total home phone long distance and usage charges $0.15
Total home phone charges for $35.25

Charges for DOJ

Regular charges (Mar 17 to Apr 16)

TELUS Home Phone	$40.00
includes Local Line, Call Display, Visual Call Waiting, Call Forwarding, 3 Way Calling and Voice Mail	
Bundle Discount	-$5.00
Unlisted Directory Charge	Free
E9-1-1 Provincial Network Fee	$0.10

Total home phone regular charges $35.10
Total home phone charges for $35.10

JTA021793 4-0108157-28429-0002-0002-00-1 26

Charges for DOJ

Partial charges

Added: TELUS Home Phone (from Mar 04 to Mar 16 @ 40.00)	$17.93
Added: Bundle Discount (from Mar 04 to Mar 16 @ -5.00)	-$2.24
Added: E9-1-1 Provincial Network Fee (from Mar 04 to Mar 16 @ 0.10)	$0.04

Total home phone partial charges $15.73

Regular charges (Mar 17 to Apr 16)

TELUS Home Phone	$40.00
includes Local Line, Call Display, Visual Call Waiting, Call Return, Call Forwarding, 3 Way Calling and Voice Mail	
Bundle Discount	-$5.00
Unlisted Directory Charge	Free
E9-1-1 Provincial Network Fee	$0.10

Total home phone regular charges $35.10
Total home phone charges for $50.83

Total home phone charges $121.18

⑆31111⑈900⑆ 96

March 17, 2016
JODY WILSON RAYBOULD
Your Account

s.18(a)
s.19(1)

Call details for

TYPE OF CALL	DATE AND TIME OF CALL	NUMBER AND PLACE YOU CALLED	MINS:SECS	COST ($)
Pay-per-minute Long Distance				
Total			3:00	$0.15
Total calls for				$0.15

Your Terms of Service
Please note that the Canadian Radio-television and Telecommunications Commission (CRTC) no longer regulates the price and most terms for local residential phone service in your area, and may soon deregulate business local exchange services as well. This change will not affect your service in any way. The enclosed TELUS Local Telephone Service Terms, which include limitations for liability, apply for all deregulated local exchange services, unless you are a business subscriber with a separate written agreement with TELUS for use of TELUS local exchange services. Please read the terms carefully as your continued use of the service will mean that you have accepted them. Visit telus.com/serviceterms for more information, including the status of deregulation of business exchange services in your area.

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Please note that this does not affect the regulation of all your other TELUS products and services.

'Credit/CR includes an amount on account of GST/HST, QST, and PST (based on the taxes levied in the Province of supply).

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Thank you for choosing TELUS.

s.19(1)

Department of Justice Canada | Ministère de la Justice Canada

PAYMENT VOUCHER — BORDEREAU DE PAIEMENT

Scanned Documents / Documents numérisés ☐
Final Payment / Paiement Final ☐
Original document kept in legal file / Document original conservé dans le dossier ☐

Region - Région: NCR
Organization - Organisation:
Vendor code - Code fournisseur : 123089

Payee name - Nom du bénéficiaire : Knowledge Circle

Address - Adresse :
850-130 rue Slater
Ottawa On K1P 6E2

Date goods received or services rendered - Date de réception des produits ou services:
Date invoice received / Date de réception de la facture:

CHEQUE STUB INFORMATION - INFORMATION SUR LE TALON DU CHÈQUE

Invoice number Numéro de la facture	Details Détails	Amount Montant
35897	4500128356 - Second language training	$170.00
	1452005493	

ACCOUNTING INFORMATION *(FOR ADDITIONAL LINES SEE PAGE 2)* - RENSEIGNEMENTS DE LA COMPTABILITÉ *(POUR DES LIGNES SUPPLÉMENTAIRES - VOIR PAGE 2)*

	GL Account Compte général	Net Amount Montant net	HST/GST TVH/TPS	QST/ TVQ	Cost center Centre de coût	Fund Fonds	Functional Area Domaine Fonctionnel	Order Ordre	Assignment Affectation	Description	Commitment PO Engagement Bon de commande	Line Item L. d'item
1	2044	170.00			11050	15	4010			Training May 1-31 2016	4500128356	01
2												
3												

	Net Amount	HST/GST	QST/TVQ
Sub-Total	$ 170.00	$ 0.00	$ 0.00
Sub-Total Tax Amount		$ 0.00	
TOTAL	$ 170.00		

The following boxes must be check by the verifier - Les cases suivantes doivent être cochée par le vérificateur

☐ Services Rendered/Goods Supplied / Services rendus/marchandises livrées
☐ Contract Terms Met / Rencontre les Termes du contrat
☐ Supporting documentation / Documentation à l'appui

Account Verified - Name / Compte Vérifié - Nom | Signature | Date Y-A M D-J

Prepared by - Name / Préparé par - Nom: Anne Grenier | Date Y-A 2016 M 06 D-J 15 | G/R: 5002507512

CERTIFIED PURSUANT TO SECTION 34 OF THE *FINANCIAL ADMINISTRATION ACT* - [redacted] A LOI SUR LES FINANCES PUBLIQUES

Name - Nom [redacted] | Signature [redacted] | Date Y-A M D-J

JUS 396-4 (2014/01)

Knowledge Circle

L'EXCELLENCE EN FORMATION LINGUISTIQUE
PROFESSIONAL • STRUCTURED • SUCCESSFUL LANGUAGE TRAINING

FEUILLE DE PRÉSENCE/TIMESHEET

Nom/Name: Jody Wilson-Raybould
Organisation/Organization: Justice Canada
Date : 4/30/2016

Date	Time/Période	Programme	Code	Total
4/5/2016	AM	F2H25B1STR09	BILL	1
4/7/2016	AM	F2H25B1STR09	BILL	1
4/12/2016	AM	F2H25B1STR09	CAN	0
4/14/2016	AM	F2H25B1STR09	CAN	0
4/19/2016	AM	F2H25B1STR09	BILL	1
4/21/2016	AM	F2H25B1STR09	CAB	1
4/26/2016	AM	F2H25B1STR09	CAN	0
4/28/2016	AM	F2H25B1STR09	CAN	0

Confirmed by C Chenevert
- 6 MAI 2016

Date	Time/Période	Programme	Code	Total

CAN=Annulation non facturée/Cancel Non-Billable · CAB=Annulation facturée/Cancel Billable · CNC=Session offerte/Class Not Charged

Olivier Genet

Approuvé par/Approved by: ______________________

Sessions :	4
Heures/Hours:	4
SDLIF:	0
Total/Grand Total:	4

Knowledge Circle

L'EXCELLENCE EN FORMATION LINGUISTIQUE
PROFESSIONAL • STRUCTURED • SUCCESSFUL LANGUAGE TRAINING

850-130, rue Slater Street, Ottawa (ON) K1P 6E2
☎: (613) 233-2112 · 🖷: (613) 233-5767
www.knowledgecircle.ca

FACTURE/INVOICE

Numéro/Number: 35897
Date: 5/31/2016
Date d'échéance : Paiement à récpeption
Due Date: Due Upon Receipt

Danielle Vaillancourt

284 Wellington, EMB-4147B
Ottawa, ON K1A 0H8

Valeur du contrat/ Contract Value: $3,400.00

Montant(s) facturé(s)/ Billed to Date: $306.00

Solde restant/ Remaining Balance: $3,094.00

Participant(e): Jody Wilson-Raybould
Contrat/Contract: 4500128356
Code financier/Financial Code: 0130-15-2044-11050

Programme	Description	Qty/Qté	Unit(é)	Total
F2H25B2STR09 Wilson-Raybould	Formation Linguistique/Second Language Training May 1 - 31, 2016	5	$34.00	$170.00

FEUILLE DE PRESENCE CI-JOINTE/TIMESHEET ATTACHED

Renseignement sur la facturation :
Pour toute question au sujet de cette facture ou du paiement par carte de crédit, communiquez avec Finance, (613) 233-2112, poste 304.

Invoicing Information:
For information on this invoice, or to pay by credit card, please contact Finance at (613) 233-2112, ext. 304.

Sous-total/ Sub-Total: $170.00

Taxes : $0.00

Total/ Grand Total: $170.00

Commentaires/Comments: 'Timesheet Attached'

Conditions : Interêt de 2% par mois sera ajouté sur facture en souffrance.
Terms: Interest of 2% per month will be charged on overdue invoices.
TVH/HST: 87229 4905

VISA MasterCard

Knowledge Circle

L'EXCELLENCE EN FORMATION LINGUISTIQUE
PROFESSIONAL • STRUCTURED • SUCCESSFUL LANGUAGE TRAINING

FEUILLE DE PRÉSENCE/TIMESHEET

Nom/Name: Jody Wilson-Raybould
Organisation/Organization: Justice Canada
Date : 05/31/2016

Date	Time/Période	Programme	Code	Total
5/3/2016	AM	F2H25B2STR09	CAB	1
5/5/2016	AM	F2H25B2STR09	CAN	0
5/10/2016	AM	F2H25B2STR09	BILL	1
5/12/2016	AM	F2H25B2STR09	CAB	1
5/17/2016	AM	F2H25B2STR09	CAN	0
5/19/2016	AM	F2H25B2STR09	BILL	1
5/24/2016	AM	F2H25B2STR09	CAN	0
5/26/2016	AM	F2H25B2STR09	CAN	0
5/31/2016	AM	F2H25B2STR09	BILL	1

OK

Date	Time/Période	Programme	Code	Total

CAN=Annulation non facturée/Cancel Non-Billable · CAB=Annulation facturée/Cancel Billable · CNC=Session offerte/Class Not Charged

Approuvé par/Approved by: ____________

Sessions :	5
Heures/Hours:	5
SDLIF:	0
Total/Grand Total:	5

1720031119 (A) (6)

Department of Justice Canada
Ministère de la Justice Canada

CCM #: 2016-016930

APPROVAL SLIP

HOSPITALITY CLAIM

For approval by:	Assistant Deputy Minister / Chief Financial Officer
Event:	GCWCC DM Take Stock Event
Host:	William Pentney
Sector:	Deputy Minister's Office
Hospitality Amount:	578.70 $
Event Amount:	2,309.58 $
Vendor/Claimant:	Bank of Montreal - Marriott Ottawa
Date(s) of the Event:	June 17, 2016

RECOMMENDATION FOR: Assistant Deputy Minister / Chief Financial Officer

Your approval under Section 34 of the *Financial Administration Act* is required for this invoice.

William Pentney Attended

CONSIDERATIONS:

1. The actual per capita costs for the refreshments are below the TBS standard costs per person.
2. Marie-Josée Thivierge, CFO, approved the expenditure initiation and Section 32 of the *FAA* on the THCEE.

RECOMMENDED BY:	SIGNATURE	DATE
Carla Garcia *Chief, Accounting Operations and Client Services*	[signature]	Aug 3, 2016
Annie Vaillant *Acting Director, Accounting Operations*	[signature]	Aug. 3, 2016.

/2020

Department of Justice Canada / Ministère de la Justice Canada

Fiscal Year / Année financière: 2016-2017

HOSPITALITY CLAIM PAYMENT VOUCHER / BORDEREAU DE PAIEMENT POUR UNE DEMANDE DE REMBOURSEMENT POUR DÉPENSES D'ACCUEIL

Event / Événement	GCWCC DM Take Stock Event	Total hospitality cost / Coût total de l'accueil	$ 578.70
Host / Hôte	Deputy Minister	Other costs / Autres coûts	$ 1,730.88
Date(s) of the event / Date(s) de l'événement	2016-Jun-17	Total cost of the event / Coût total de l'événement	$ 2,309.58

Vendor Code / Code fournisseur: 118096
Payee Name / Nom du bénéficiaire: BMO /
Invoice Number / Numéro de facture: Marriott Ottawa Account # 877
Invoice Date / Date de la facture: 06/16/2016

GL Account Compte de GL	Net Amount Montant net	HST/GST TVH/TPS	QST TVQ	Cost Center Centre de coûts	Fund Fonds	Functional Area Domaine fonctionnel	Order Ordre	Assignment Affectation	Description	Commitment / PO Engagement / B.C.	Line Item L. d'item
2401	$ 512.12	$ 66.58		12000	15	4010	502389			300261258	3
5810	$ 700.00	$ 91.00		12000	15	4010	502389			300261258	1
Sub-total Sous-total	$ 1,212.12	$ 157.58	$ -								
Sub-total taxes Sous-total taxes		$ 157.58									
Total	$ 1,369.70										

Vendor Code / Code fournisseur: 118096
Payee Name / Nom du bénéficiaire: BMO
Invoice Number / Numéro de facture: Freeman Audio Visual Canada 90766563
Invoice Date / Date de la facture: 06/20/2016

GL Account Compte de GL	Net Amount Montant net	HST/GST TVH/TPS	QST TVQ	Cost Center Centre de coûts	Fund Fonds	Functional Area Domaine fonctionnel	Order Ordre	Assignment Affectation	Description	Commitment / PO Engagement / B.C.	Line Item L. d'item
3723	$ 831.75	$ 108.13		12000	15	4010	502389			300261258	2
Sub-total Sous-total	$ 831.75	$ 108.13	$ -								
Sub-total taxes Sous-total taxes		$ 108.13									
Total	$ 939.88										

Certified pursuant to Section 34 of the *FAA* / Certifié en vertu de l'article 34 de la *LGF*

Name (type or print) / Nom (lettres moulées ou caractères d'imprimerie):

Signature: Diane Platt

Date (D-J / M / Y-A): 03/08/2016

Department of Justice Canada | Ministère de la Justice Canada

Fiscal Year / Année financière: 2016-2017

HOSPITALITY CLAIM PAYMENT VOUCHER / BORDEREAU DE PAIEMENT POUR UNE DEMANDE DE REMBOURSEMENT POUR DÉPENSES D'ACCUEIL

For approval by / Pour approbation par		Vendor(s) name / Nom du (des) fournisseur(s)	BMO
Event / Événement	GCWCC DM Take Stock Event		
Sector / Secteur	Deputy Minister's Office		
Host / Hôte	Deputy Minister	Total hospitality cost / Coût total de l'accueil	$ 578.70
Event location(s) / Lieu(x) de l'événement	Marriott Ottawa	Other costs / Autres coûts	$ 1,730.88
Date(s) of the event / Date(s) de l'événement	2016-Jun-17	Total cost of the event / Coût total de l'événement	$ 2,309.58

	MEALS / REPAS	NUMBER OF PARTICIPANTS / NOMBRE DE PARTICIPANTS				[illegible] LIMITS / LIMITES [illegible]		COST / COÛT PER CAPITA	TOTAL COST / COÛT TOTAL [illegible]	
		Approved / Autorisé		Actual / Réel						
Date	Item Detail / Élément détaillé Please detail the refreshment (ex: coffee, tea, muffins, etc.) / Veuillez détailler les rafraîchissement (ex: café, thé, biscuits, etc.)	Public servant(s) / Fonctionnaire(s)	Non-public servant(s) / Non fonctionnaire(s)	Public servant(s) / Fonctionnaire(s)	Non-public servant(s) / Non fonctionnaire(s)	Average Moyenne	Maximum	Actual Réel	Approved Autorisé	Actual Réel
2016-06-17	Coffee	65	10	78 ✓	12 ✓	8.40	12.60	6.43	620.03	578.70
							-	-		
							-	-		
							-	-		
							-	-		
							-	-		
							-	-		
							-	-		
							-	-		
							-	-		
							-	-		

Due to the formatting of some of the cells, the amounts are rounded to the second decimal.
Compte tenu du formatage, les montants sont arrondis à la deuxième décimale.

	Approved	Actual
Total hospitality cost / Coût total de l'accueil		578.70
Other costs / Autres coûts	-	1,730.88
Total cost of the event / Coût total de l'événement	-	2,309.58

Comments / Commentaires

Prepared by / Préparé par

Danielle Vaillancourt

Name (type or print) / Nom (lettres moulées ou caractères d'imprimerie) — Signature — Date (D-J / M / Y-A)

Account verified by Finance / Compte vérifié par Finances

SUSAN SEUTTER

Name (type or print) / Nom (lettres moulées ou caractères d'imprimerie) — Signature — Date (D-J / M / Y-A): 27/07/2016

Department of Justice Canada / Ministère de la Justice Canada

Fiscal Year / Année financière: 2016-2017

HOSPITALITY CLAIM PAYMENT VOUCHER / BORDEREAU DE PAIEMENT POUR UNE DEMANDE DE REMBOURSEMENT POUR DÉPENSES D'ACCUEIL

For approval by / Pour approbation par		Vendor(s) name / Nom du (des) fournisseur(s)	BMO
Event / Événement	GCWCC DM Take Stock Event		
Sector / Secteur	Deputy Minister's Office		
Host / Hôte	Deputy Minister	Total hospitality cost / Coût total de l'accueil	$ 578.70
Event location(s) / Lieu(x) de l'événement	Marriott Ottawa	Other costs / Autres coûts	$ 1,730.88
Date(s) of the event / Date(s) de l'événement	2016-Jun-17	Total cost of the event / Coût total de l'événement	$ 2,309.58

	MEALS / REPAS	NUMBER OF PARTICIPANTS / NOMBRE DE PARTICIPANTS				TBS LIMITS / LIMITES DU SCT		COST / COÛT PER CAPITA	TOTAL COST / COÛT TOTAL (incl. taxes & gratuities / incl. taxes et pourboires)	
		Approved / Autorisé		Actual / Réel						
Date	Item Detail / Élément détaillé — Please detail the refreshment (ex: coffee, tea, muffins, etc.) / Veuillez détailler les rafraîchissement (ex: café, thé, biscuits, etc.)	Public servant(s) Fonctionnaire(s)	Non-public servant(s) / Non fonctionnaire(s)	Public servant(s) Fonctionnaire(s)	Non-public servant(s) / Non fonctionnaire(s)	Average Moyenne	Maximum	Actual Réel	Approved Autorisé	Actual Réel
2016-06-17	Coffee	65	10	78	12	8.40	12.60	6.43	620.03	578.70
							-	-		
							-	-		
							-	-		
							-	-		
							-	-		
							-	-		
							-	-		
							-	-		
							-	-		

Due to the formatting of some of the cells, the amounts are rounded to the second decimal.
Compte tenu du formatage, les montants sont arrondis à la deuxième décimale.

Total hospitality cost / Coût total de l'accueil		578.70
Other costs / Autres coûts	-	1,730.88
Total cost of the event / Coût total de l'événement	-	2,309.58

Comments / Commentaires

Prepared by / Préparé par

Danielle Vaillancourt — [signature]

Name (type or print) / Nom (lettres moulées ou caractères d'imprimerie) | Signature | Date (D-J / M / Y-A)

Account verified by Finance / Compte vérifié par Finances

Name (type or print) / Nom (lettres moulées ou caractères d'imprimerie) | Signature | Date (D-J / M / Y-A)

POUR SIGNATURE

NOTE D'INFORMATION À L'INTENTION DE LA SOUS-MINISTRE ADJOINTE ET DIRIGEANTE PRINCIPALE DES FINANCES

SECTION 32
(POUR APPROBATION)

OBJET

Obtenir votre signature sous l'article 32 pour la dépense ci-jointe.

CONTEXTE

La DVACE a été approuvé en juin 2016 pour « GCWCC DM Take Stock Event » qui a eu lieu le 17 juin 2016 au montant de 2,027.16$. L'approbation incluait des frais d'accueil, location de salle et location d'équipement d'audio-visuel. Le micro qui a été réservé n'était pas le bon. Il y a eu des frais supplémentaire pour la location de micro sans-fils. Pour cette raison le coût de la location d'équipement est plus élevé que la demande initiale du DVACE. Le montant total de l'évènement est maintenant de 2,309.58$.

Votre signature pour cette dépense sous l'article 32 est requise afin de procéder au paiement.

CONSIDÉRATIONS

Conformément à la politique du Conseil du Trésor, votre signature est requise.

Est-ce que vous approuvez? Oui ✓ / Non ____

[signature]
Johanne Bernard
for Sous-ministre adjointe et dirigeante principale des finances

RÉDIGÉ PAR
Danielle Vaillancourt
Superviseure
Groupe du SM – Centre d'affaires
Téléphone : 613-960-1138
Le 13 juillet 2016

MARRIOTT

GUEST FOLIO · OTTAWA MARRIOTT HOTEL

ROOM	NAME: JUSTICE CANADA MEET	RATE: .00	DEPART: 06/17/16	TIME	ACCT#: 4545
TYPE	JUSTICE CANADA		ARRIVE: 06/17/16	TIME	
16	284 WELLINGTON ST, R				
ROOM CLERK	ADDRESS: OTTAWA XX K1A 0H8		PAYMENT		RWD#:

DATE	REFERENCE		CHARGES	CREDITS	BALANCE DUE
06/17	BANQUETS	893645	1369.70		
					1369.70

------------------- HST # 869427344RT003 -------------------

DESCRIPTION		TAXED AMOUNT	TAX
HST	(ALMNOP)		.00

NET CHARGES	TAX	CREDITS	FOLIO
1369.70	.00	.00	1369.70

MARRIOTT

OTTAWA MARRIOTT HOTEL
100 KENT STREET
OTTAWA, ON K1P 5R7

OPERATED UNDER LICENSE
FROM MARRIOTT INTERNATIONAL, INC. OR ONE OF ITS AFFILIATES

This statement is your only receipt. You have agreed to pay in cash or by approved personal check or to authorize us to charge your credit card for all amounts charged to you. The amount shown in the credits column opposite any credit card entry in the reference column above will be charged to the credit card number set forth above. (The credit card company will bill in the usual manner.) If for any reason the credit card company does not make payment on this account, you will owe us such amount. If you are direct billed, in the event payment is not made within 25 days after check-out, you will owe us interest from the check-out date on any unpaid amount at the rate of 1.5% per month (ANNUAL RATE 18%), or the maximum allowed by law, plus the reasonable cost of collection, including attorney fees.

Signature X ______________________________

MARRIOTT

OTTAWA MARRIOTT HOTEL
ATTN ACCOUNTS OFFICE
100 KENT STREET
OTTAWA ONT K1P 5R7

JUSTICE CANADA
ATTN: KATHLEEN SHERIDAM
284 WELLINGTON ST, RM CS-937
OTTAWA ONT K1A 0H8 CDA

DATE 06/21/16
ACCT# BQ 877

PLEASE RETURN THIS PORTION WITH YOUR REMITTANCE $

DATE	REFERENCE	CHARGES	CREDITS	BALANCE DUE
06/20	JUSTICE CANADA MEETI	1369.70		1369.70
				1369.70

CURRENT	30 TO 60 DAYS	60 TO 90 DAYS	OVER 90 DAYS	TOTAL DUE
1369.70	.00	.00	.00	1369.70

Payment is due immediately upon receipt of this statement. In the event payment is not made within 25 days after receipt of the original of this statement, the Hotel may immediately impose a LATE PAYMENT CHARGE on the unpaid balance at the rate of the lower of 1.5 % per month (ANNUAL RATE 18 %) or the maximum allowed by law, plus, all reasonable costs of collection, including attorney fees. Please contact the Hotel's Controller's Office if you have any questions regarding this statement.

s.19(1)

Ottawa Marriott Hotel

(613) 238-1122

Check #: 893645
Print #: 1
Status: Open
Business Type: Local
Function Space: MULTIPLE
Event Manager: [redacted]

GCWCC / CCMTGC Meeting
284 Wellington St, Room CS-937
Ottawa, ON K1A 0H8, Canada

Contact: Kathleen Sheridan
Friday, June 17, 2016

Page #: 1
Folio #: 4545
Bill Method: Direct Bill
Event Order #:014544

Quantity	Items	Unit Price	Total Price
Food			
Coffee Break, Laurier Salon (Lower Level)			
70	Government Coffee Break	$6.20	$434.00
	Subtotal Food		$434.00
Room Rental			
Meeting, Laurier Salon (Lower Level)			
1	Laurier Salon (Lower Level)	$700.00	$700.00
	Subtotal Room Rental		$700.00
	Service Charge 18%		$78.12
	HST 13.0%		$157.58
	Grand Total:		$1,369.70

Gratuity
434 x 1.18 = 512.12
512.12 x 1.13 = 578.70
(Hst)

Signature:____________________

GUEST COPY

Food and Beverage subject to 13% HST and 18% Service Charge - Rental and Resources subject to 13% HST
HST #86054 9062 RT0110

Marriott Proprietary and Confidential

MARRIOTT
OTTAWA

Ottawa Marriott

100 Kent Street
Ottawa, ON K1P 5R7
P: 613-238-1122
F: 613-783-4228

FUNCTION DETAILS

DATE: June 17, 2016
BOOKING NAME: Justice Canada

ESTIMATE ONLY

		Qty	Price	Ext.	
FOOD					
Break - AM	Coffee break	75	$6.20	465.00	
SUB TOTAL FOOD				TOTAL FOOD	$ 465.00
	Gratuity	18%			83.70
SUB TOTAL					548.70
	HST	13%			71.33
SUB TOTAL					$ 620.03
TOTAL					$ 620.03

		Qty	Price	Ext.	
RENTAL				$0.00	
	Wellington Salon	1	$700.00	$700.00	
				$0.00	
				$0.00	
				$0.00	
				$0.00	
				$0.00	
SUB TOTAL RENTAL				TOTAL RENTAL	$700.00
	HST	13%			$91.00
SUB TOTAL					$791.00
TOTAL					$791.00

GRAND TOTAL OF EVENT **$1,411.03**

Department of Justice Canada | Ministère de la Justice Canada

PAYMENT VOUCHER — BORDEREAU DE PAIEMENT

Scanned Documents / Documents numérisés ☐
Final Payment / Paiement Final ☐
Original document kept in legal file / Document original conservé dans le dossier ☐

Region - Région: NCR
Organization - Organisation: Deputy Minister's Office
Vendor code - Code fournisseur : 102710
Payee name - Nom du bénéficiaire : Canada Council for the Arts - ART BANK
Address - Adresse :
Date goods received or services rendered - Date de réception des produits ou services:
Date invoice received / Date de réception de la facture: June 20, 2016

CHEQUE STUB INFORMATION - INFORMATION SUR LE TALON DU CHÈQUE

Invoice number Numéro de la facture	Details Détails	Amount Montant
R23581-9999-6139	Second Installment July 2016 Contract # 15/6-1-32-23 (9999)	2034.00

ACCOUNTING INFORMATION *(FOR ADDITIONAL LINES SEE PAGE 2)* - RENSEIGNEMENTS DE LA COMPTABILITÉ *(POUR DES LIGNES SUPPLÉMENTAIRES - VOIR PAGE 2)*

	GL Account Compte général	Net Amount Montant net	HST/GST TVH/TPS	QST/TVQ	Cost center Centre de coût	Fund Fonds	Functional Area Domaine Fonctionnel	Order Ordre	Assignment Affectation	Description	Commitment PO Engagement Bon de commande	Line Item L. d'item
1	5845	1,800.00	234.00		12000	15	4010			Second Installment July 2016 Contract # 15/6-1-32-23 (9999)	300252653	2
2												
3												

	Net Amount	HST/GST	QST/TVQ
Sub-Total	$ 1,800.00	$ 234.00	$ 0.00
Sub-Total Tax Amount		$ 234.00	
TOTAL	$ 2,034.00		

The following boxes must be check by the verifier - Les cases suivantes doivent être cochée par le vérificateur

☐ Services Rendered/Goods Supplied / Services rendus/marchandises livrées
☐ Contract Terms Met / Rencontre les Termes du contrat
☐ Supporting documentation / Documentation à l'appui

Account Verified - Name / Compte Vérifié - Nom | Signature | Date Y-A M D-J

Prepared by - Name / Préparé par - Nom: Sylvie Crispin | Date Y-A 2016 M 06 D-J 20 | G/R :

CERTIFIED PURSUANT TO SECTION 34 OF THE *FINANCIAL ADMINISTRATION ACT* - CERTIFIÉ EN VERTU DE L'ARTICLE 34 DE *LA LOI SUR LES FINANCES PUBLIQUES*

Name - Nom: Stéphanie Poliquin - Chief of Staff - DMO | Signature: [signature] | Date Y-A 2016 M 06 D-J 20

JUS 396-4 (2014/01)

Canada Council for the Arts / Conseil des arts du Canada
BANQUE D'ART BANK

Box 1047 / C.P.1047
Ottawa, Ontario
K1P 5V8

Phone / Téléphone: 1-800-263-5588
(613) 566-4414 ext. 4479
Fax / Télécopieur: (613) 566-4391
E-mail / Courriel: artbank@canadacouncil.ca
bda@conseildesarts.ca

Rental **INVOICE / FACTURE** **R23581-9999-6139**

To: Justice Canada / Deputy Minister and Deputy Attorney General's Office

Date 14 Jun 2016

Elena Brisson
A/Administrative Assistant
284 Wellington Street
Ottawa, Ontario Canada
K1A 0H8

of Works: 10

RE: Rental Agreement: 15/6-1-32-23 (9999)
Renewal Info: Renewed from Contract #: 13/4-1-32-17 (9618)

East Memorial Building - 284 Wellington Street

Schedule of Payments

First Instalment	:01 Jul 2015	$1800.00	+ tax	(R23289-9999-6139)	PAID
Second Instalment	:01 Jul 2016	$1800.00	+ tax	(R23581-9999-6139)	UNPAID

Description

Second Instalment for Contract # 15/6-1-32-23 (9999)	$1,800.00
SUB-TOTAL	$1,800.00
PST	$0.00
HST	$234.00
GST	$0.00
TOTAL	**$2,034.00**

Please make cheque payable to "Canada Council for the Arts" and quote invoice number(s). If you wish to pay by Direct Deposit, please send your direct deposit enrolment form to DirectDeposit@canadacouncil.ca. Payment is due in 30 days.
S.V.P. libeller votre chèque à l'ordre du «Conseil des arts du Canada» en indiquant le(s) numéro(s) de facture(s). Si vous aimeriez payer par dépôt direct, veuillez envoyer votre formulaire d'inscription au dépôt direct à DirectDeposit@canadacouncil.ca. Payable dans les 30 jours.

Numéro d'enregistrement T.V.H. / H.S.T. Registration Number: R108074527
Numéro d'enregistrement T.V.P. / P.S.T. Registration Number: 20082748
Numéro d'enregistrement T.V.Q. / Q.S.T. Registration Number : 1023016971

Department of Justice Canada | Ministère de la Justice Canada

Initiation and Commitment Expenditure Request
Demande d'initiation et d'engagement de dépense

FISCAL YEAR / EXERCICE FINANCIER: 2015-2016

☒ ORIGINAL ☐ CLOSE/FERMER ☐ AMEND/MODIFICATION ☐ RE-OPEN/RE-OUVERTURE

1 BRANCH, SECTION / DIRECTION GÉNÉRALE, SECTION: Deputy Minister's Office

VENDOR NO. / N° DE FOURNISSEUR: 102710

2 Name of Card Holder (if applicable) / Nom du titulaire d'une carte d'acquisition (si applicable):

3 ACCOUNTING INFORMATION / INFORMATION COMPTABLE

Original Financial Commitment description - Description d'engagement de fonds originale

Trans. Type Type de Trans.	GL ACCOUNT COMPTE GL	COST CENTER CENTRE DE COÛTS	FUND FONDS	FUNCTIONAL AREA DOMAINE FONCTIONNEL	ORDER NO. N° DE COMMANDE	COMMITMENT AMOUNT MONTANT D'ENGAGEMENT	TAX AMOUNT MONTANT DE LA TAXE	TOTAL AMOUNT MONTANT TOTAL	COMMITMENT NO. N° D' ENGAGEMENT	LINE NO.	DESCRIPTION (text)
DEF	5845	12000	15	4010		$ 1,800.00	$ 234.00	$ 2,034.00	300252653	1	Rental Arts Bank 2015-2016
DEF	~~5748~~ 5845	12000	15	4010		$ 1,800.00	$ 234.00	$ 2,034.00	300252653	2	Rental Arts Bank 2016-2017
								$ 0.00			
								$ 0.00			
								$ 0.00			
								$ 0.00			

Amended Financial Commitment Description - Description de l'Amendement à l'Engagement de Fonds

								$ 0.00			
								$ 0.00			
								$ 0.00			
								$ 0.00			
								$ 0.00			
								$ 0.00			
								$ 0.00			
								$ 0.00			

5 Prepared by / Préparé par

Name (Print) / Nom (lettre moulée) : Sylvie Crispin

Signature : S. Crispin

Date : July 15, 2015

6 Certified pursuant to Section 32(1) of the Financial Administration Act and authorized under the Expenditure Initiation. I authorize the use of the acquisition card for this purchase.

Name of manager / Nom du gestionnaire: Stéaphanie Poliquin - Chief of Staff - DMO

Signature : [signature]

Date : July 15, 2015

JUS 847 (2014/11)

s.19(1)

Canada Council for the Arts | Conseil des arts du Canada
BANQUE D'ART BANK

Box 1047 / C.P.1047
Ottawa, Ontario
K1P 5V8

Phone / Téléphone: 1-800-263-5588
(613) 566-4414 x. 4479
Fax / Télécopieur: (613) 566-4391
E-mail / Courriel: artbank@canadacouncil.ca
bda@conseildesarts.ca

RENTAL CONTRACT/CONTRAT DE LOCATION

CONTRACT NUMBER / NUMÉRO DU CONTRAT: 15/6-1-32-23(9999)

THIS CONTRACT is made in duplicate this:
CONTRAT établi en double exemplaire ce: 01 Jul 2015

BETWEEN / ENTRE:
THE CANADA COUNCIL ART BANK
LE CONSEIL DES ARTS DU CANADA - BANQUE D'OEUVRES D'ART
(hereafter called the "Art Bank")
(ci-après appelé la "Banque d'oeuvres d'art")

AND / ET:
Justice Canada / Deputy Minister and Deputy Attorney General's Office
(hereafter called the "Lessee")
(ci-après appelé le "Locataire")

LOCATION OF WORKS / EMPLACEMENT DES OEUVRES:
Justice Department / Ottawa, ON
Ministère de la Justice / Ottawa, ON
East Memorial Building / Édifice East Memorial
284 Wellington Street / 284, rue Wellington

DESIGNATED OFFICER / AGENT DÉSIGNÉ:
Ms. Elena Brisson
A/Administrative Assistant (613) 954-8460

CONTACT / AGENT DE LIAISON:
Ms. Elena Brisson
A/Administrative Assistant (613) 954-8460
284 Wellington Street
Ottawa, ON
K1A 0H8

Sign and return by:
Signez et retournez avant:
August 7, 2015

ART BANK / BANQUE D'OEUVRES D'ART
CONTACT / AGENT DE LIAISON:
(613) 566-4414 ext
@canadacouncil.ca

NUMBER OF WORKS / NOMBRE D'OEUVRES: 10

TOTAL CONTRACT VALUE /
VALEUR TOTALE DU CONTRAT: $3,600.00

INSTALMENTS DUE / DATES DES VERSEMENTS:
15/07/01 $1,800.00 TAXES EXTRA / TAXES EN SUS
16/07/01 $1,800.00 TAXES EXTRA / TAXES EN SUS

TERMINATION DATE / DATE D'EXPIRATION: 30 Jun 2017

I agree to abide by the Rental Contract Terms & Conditions attached to this contract.
J'accepte de me conformer aux conditions du contrat de location annexées au présent document.

ART BANK / BANQUE D'OEUVRES D'ART	LESSEE / LOCATAIRE
Director / Directrice	Name / Nom:
	Title / Titre: Chief of Staff to the DM
Date: June 26, 2015	Date: 2015.07.15

Jun 25, 2015

Canada Council for the Arts | Conseil des arts du Canada
BANQUE D'ART BANK
Box 1047 / C.P.1047
Ottawa, Ontario
K1P 5V8
Phone / Téléphone: 1-800-263-5588
(613) 566-4414 x. 4479
Fax / Télécopieur: (613) 566-4391
E-mail / Courriel: artbank@canadacouncil.ca
bda@conseildesarts.ca

ART WORKS ON CONTRACT
OEUVRES D'ART AU CONTRAT DE LOCATION

Contract Number / Numéro du contrat: 15/6-1-32-23 (9999)
Justice Canada - Justice Department / Ottawa, ON

RENEWAL(S) FROM CONTRACT / RENOUVELLEMENT(S) DE CONTRAT : Renewed from Contract #: 13/4-1-32-17 (9618)

East Memorial Building / Édifice East Memorial
284 Wellington Street / 284, rue Wellington - Ottawa, ON

Floor/Étage 04

Section/Section DEPUTY MINISTER AND DEPUTY ATTORNEY GENERAL'S O

Artist & Title / Artiste et Titre	ABBA #	Category / Catégorie	Start Date / Date d'entrée en vigueur	Annual Rent / Loyer annuel	Insurance Value / Valeur assurable
Room/Salle 115 Meeting Room					
1. Redinger, Walter untitled/sans titre	90/1-0382 (2 sections)	Work on paper / Oeuvre sur papier	01 Jul 2015	$360.00	$2,000.00
Room/Salle Across from copy room					
2. Siegner, Dwight C. Canoe Lake Incident	90/1-0158	Work on paper / Oeuvre sur papier	01 Jul 2015	$120.00	$1,000.00
Room/Salle Across from elevators					
3. Porter, Ed Wind's Dominion	92/3-0249	Work on paper / Oeuvre sur papier	01 Jul 2015	$240.00	$1,200.00
Room/Salle Boardroom					
4. Golley, Trudy Ellen untitled / sans titre	94/5-0126	Sculpture / Sculpture	01 Jul 2015	$120.00	$600.00
5. Knowling, Kathleen Leah Dominant Tree	91/2-0392	Work on paper / Oeuvre sur papier	01 Jul 2015	$120.00	$1,000.00
6. Sharpe, Blair Fleet	79/80-0488	Work on paper / Oeuvre sur papier	01 Jul 2015	$120.00	$1,000.00
Room/Salle DM's Office					
7. Osborne, Lyndal Icon	89/90-0560	Work on paper / Oeuvre sur papier	01 Jul 2015	$120.00	$700.00
Room/Salle Entrance to office					
8. Rogers, Otto	87/8-0349	Sculpture / Sculpture	01 Jul 2015	$360.00	$3,000.00

Artist & Title Artiste et Titre	ABBA #	Category Catégorie	Start Date Date d'entrée en vigueur	Annual Rent Loyer annuel	Insurance Value Valeur assurable
Planes and Paints					
Room/Salle Hallway					
9. Harvey, Donald A	73/4-1820	Work on paper / Oeuvre sur papier	01 Jul 2015	$120.00	$600.00
10. Harvey, Donald Sheep Meadow	73/4-1821	Work on paper / Oeuvre sur papier	01 Jul 2015	$120.00	$600.00
			TOTAL	$1,800.00	$11,700.00

This contract terminates / Ce contrat se termine le 30 Jun 2017

* Reduced fee for the duration of this contract only (if applicable) / Montant réduit pour la dureé du contrat seulement (si applicable)

ARTBANK
Canada Council for the Arts / Conseil des Arts du Canada
LA BANQUE D'OEUVRES D'ART

Box 1047 / C.P. 1047
Ottawa, Ontario
K1P 5V8

Phone / Téléphone: 1-800-263-5588
(613) 566-4414 x. 4636
Fax / Télécopieur: (613) 566-4391
E-Mail / Courriel: artbank@canadacouncil.ca
bda@conseildesarts.ca

RENTAL CONTRACT TERMS & CONDITIONS

CONTRACT

1 The Client agrees to rent from the Art Bank the work or works of art (the "Work of Art") appended to the Rental Contract/Contrat de Location which Rental Contract includes these terms and conditions (the "Rental Contract").

TERM

2 The Client acknowledges and agrees that the Rental Contract is for a minimum duration of 24 months (the "Original Term"). There shall be a minimum rental fee of $1,000 per twelve month period (the "Minimum Rental Fee") for a total Minimum Rental Fee of $2,000 for the Original Term unless otherwise specified by the Art Bank.

3 The Client shall pay the rent calculated on a 12 month basis (the "Rent") to the Art Bank, upon receipt of an invoice. Should the Client fail to pay any part of the Rent provided for or any other sum required to be paid to the Art Bank by the Client pursuant to the Rental Contract, the Client shall pay to the Art Bank, on demand, interest at the rate of 1% per month on the outstanding monies.

SERVICES AND COSTS

4 **Service at the Commencement of the Rental Contract**

The Art Bank agrees to provide an initial visit to the site of all new clients at no charge and agrees to provide the new client the opportunity to view an initial selection of the work of arts from the Art Bank collection (the "Initial Visit(s)"). Following the Initial Visits, the Art Bank will charge the proposed client a reasonable hourly fee at a rate to be determined by the Art Bank from time to time for all services requested by the new client. The new client acknowledges and agrees that this fee shall be payable to the Art Bank upon receipt of an invoice even if the client decides not to rent any work of art from the Art Bank.

The Art Bank shall provide or arrange for art consulting, administrative and technical services, transportation, and installation of the Work of Art, for the location(s) specified by the Client at the commencement of the Rental Contract. The costs of these services will be borne by the Client unless otherwise agreed to in writing by the Art Bank.

Under certain circumstances, when staff travels, travel costs such as per diem, accommodation and other related costs will be the responsibility of the Client unless otherwise agreed to in writing by the Art Bank. An estimate of service charges wil be provided to the Client in advance.

5 **Special Costs**

When the installation or removal of Work of Art necessitates scaffolding, construction and/or removal of concrete base(s), specialized transportation or equipment, extra personnel, or overtime, such costs will be the responsibility of the Client unless otherwise agreed to in writing by the Art Bank.

6 **Service During the Term of the Rental Contract**

For any relocation, removal, installation, or storage of Work of Art during the term of the Rental Contract, the Client shall pay to the Art Bank a professional consulting fee, a technical services fee and an administrative service fee at the then applicable hourly rate per fee of the Art Bank. The Client will also be responsible for transportation costs and, when required, reasonable storage costs. The minimum charge for any service is $185 CDN. This charge is subject to change from time to time without notice to the Client. If required, the Art Bank will arrange for the hiring of professional art handlers, at the cost of the Client.

7 **Service at the End of the Rental Contract**

The Art Bank will send a letter notifying the Client that the contract is expiring at least 60 days prior to the expiration of the Original Term of the Rental Contract. The Client can choose to renew the Rental Contract, exchange some or all of the Works of Art, or return all of the Works of Art. The Client will be responsible for paying all service costs. Unless otherwise terminated by the Art Bank in accordance with clause 22 hereof, the Rental Contract will be automatically renewed at the expiration of the Original Term unless the Client sends a notice of termination to the Art Bank at least 30 days prior to the expiration of the Original Term. Any changes to the terms and conditions of the Rental Contract, including, but not limited to the Rent or the Minimum Rental Fee shall be as agreed to by the parties in writing prior to the renewal of the Original Term.

CREDITS/ADJUSTMENTS

8 All Rent payable by the Client pursuant to the Rental Contract are non-refundable and the Client shall remain liable for any and all such Rent or any other sum required to be paid to the Art Bank by the Client under the Rental Contract. For greater certainty, except as provided in clause 9 below, the Client shall not be entitled to any credits or adjustments for work returned before the end of the Original Term.

9 In special cases only, as outlined below, the Client is entitled to a credit or adjustment of Rent for the returned Work of Art from the date on which the Work of Art is removed from the Client's premises. Only credit/adjustments of $50 CDN or more will be remitted to the Client. The following cases only will result in credits/adjustments:

a) when the Work of Art is required by the Art Bank for special exhibitions; (Refer to clause 19 below)

b) when the Work of Art must be removed for regular maintenance or other reasons as determined by the Art Bank in its sole discretion. (Refer to clause 19 below)

INSURANCE AND LIABILITY

10 The Art Bank shall insure each work of art listed on the "Art Works on Contract" against such perils as the Art Bank may decide upon. The Client shall be liable to indemnify the Art Bank for each occurrence of loss or damage to a Work of Art up to a maximum of $5,000.

11 In any case where loss or damage to any work of art results from a breach of clauses 13, 14 and/or 15 below, the Client shall be liable for all the loss or damage including the full cost of repairing any such damage or, in the event of loss or total destruction, the current appraised replacement value of the Work of Art. In no event shall there be any abatement of Rent. The Client shall co-operate with the Art Bank in seeking maximum recovery for the Art Bank under all insurance policies but the Client has no insurable interest in any insurance policy or proceeds thereof.

CARE OF THE WORKS OF ART

12 The Client will not be responsible for the costs of restoration due to normal wear and tear only, except in the case of outdoor sculptures. Clients renting outdoor sculptures will be responsible for paying an annual maintenance fee. An estimate for the cost of the annual maintenance fee will be provided to the Client in advance.

13 The Client acknowledges and agrees that the Work of Art <u>must not be moved, relocated or handled in any way by the Client</u>. It may be handled only by a member of the Art Bank staff or by a professional art handler designated by the Art Bank.

14 Work of Art framed under plexiglass may be moved by the Client to a new location within the same building on condition that:

a) the Client obtains prior approval from the Art Bank;

b) the Client assumes responsibility for the move and sends to the Art Bank a list of locations of Work of Art indicating building, floor, office number, section and individual who occupies that office or open area.

15 The Client shall not attempt to clean or repair any Work of Art.

16 The Client shall give written notice within 24 hours to the Art Bank of any loss of or damage to any Work of Art. If any Work of Art is lost or damaged on site, no credit of Rent will be applied.

17 The Art Bank may from time to time and at any reasonable time inspect any Work of Art upon reasonable notice to the Client of its intention to do so.

18 The Art Bank may require that any Work of Art be returned if the Client's obligations under the Rental Contract are not adhered to or if the work requires restoration or if the Art Bank determines that any Work of Art is in danger of being damaged or destroyed. Upon receipt of a demand that any Work of Art be so returned the Client shall promptly and diligently cause the work to be released to the Art Bank. The return of the Work of Art shall not restrict the Art Bank's claim for damages for any breach by the Client of the Rental Contract.

19 The Art Bank at its sole discretion may require that any work be removed for the purpose of display in an exhibition or for general maintenance or other reasons as determined by the Art Bank in its sole discretion. In case of any such removal, the Art Bank will furnish a replacement Work of Art at no cost to the Client and may enter into a contract for the Rent of that replacement Work of Art. If the Work of Art is not replaced, the Art Bank will provide a credit of Rent for the Work of Art and period in question. (See clause 9 above)

LABELS

20 The Art Bank requires at all times that a label (the "Label") be placed beside all Work of Art indicating the Art Bank is the owner and indicating the artist of the Work of Art. The Client acknowledges and agrees that the Label shall not be removed at any time during the term of the Rental Contract or any renewal thereof.

EVENTS OF DEFAULT

21 The occurrence or happening of any one or more of the following events shall constitute an Event of Default:

a) default and continuance thereof for 30 days of the payment of Rent or other charge(s) payable by the Client under the Rental Contract;

b) default in the observation or performance of any other term, covenant or condition of the Rental Contract or any renewal thereof;

c) any act by the Client reducing the value of the Work of Art;

d) the Client parting with the Work of Art.

REMEDIES OF DEFAULT

22 Upon the happening of an Event of Default, the Art Bank may at its sole option:

a) enter upon the premises where such Work of Art is located and take immediate possession thereof;

b) terminate the Rental Contract and, by written notice to the Client specifying a payment date not earlier than 10 days from the date of such notice, require the Client to pay to the Art Bank on the date specified in such notice,

i. arrears of Rent as of the date of the Rental Contract termination, plus interest at the rate of 6% per annum on outstanding Rent;

ii. the Art Bank's actual and/or estimated cost and expenses (as applicable) of retaking, holding, repairing, reconditioning, reconfiguring, processing, preparing for disposition and disposing of the Work of Art including the Art Bank's legal disbursements and fees on a solicitor client basis.

MODIFICATION OF RENTAL CONTRACT

23 The Rental Contract may not be modified or amended except by instrument in writing signed by the Art Bank.

FURTHER ASSURANCES

24 The Client agrees, at its expense, promptly upon the Art Bank's written request, to execute and deliver such instruments and to take such other actions as may reasonably be necessary in the opinion of the Art Bank to perfect and keep perfected as against third parties the property, title and interest of the Art Bank in the Work of Art.

INTERPRETATION

25 It is agreed by and between the parties that, whenever the context of the Rental Contract so requires, the singular number shall include the plural and vice versa and that words importing the masculine gender shall include the feminine and neuter

l'avis à la partie qui doit le recevoir à l'adresse qui figure au Contrat de location ou à une adresse remise par écrit d'une partie à une autre. Un tel avis est réputé avoir été remis le jour de livraison s'il est livré ou le deuxième jour ouvrable suivant l'envoi par la poste.

CESSION

27. Le client ne fera pas cession de ses droits, ne sous-louera pas les œuvres d'art, ne permettra pas que les œuvres d'art soient dans la possession de quelqu'un d'autre à part le client, à moins que la Banque d'œuvres d'art y ait préalablement consenti par écrit. La Banque peut céder le contrat de location en tout temps, à sa seule convenance.

DIVERS

28. Les titres contenus dans le Contrat de location ont pour unique objet de faciliter la référence et n'ont aucune incidence sur l'interprétation.

29. Le Contrat de location est régi par les lois pertinentes de l'Ontario et du Canada et doit être interprétée en conformité avec elles.

30. L'invalidité ou l'inexigibilité de l'une ou l'autre des dispositions du Contrat de location ou l'un des engagements qu'elle contient n'affecte par la validité ou la force exécutoire de toute autre disposition ou de tout autre engagement qu'elle contient, et la disposition ou l'engagement invalide est considéré comme étant séparable.

31. Les annexes et les autres documents joints au Contrat de location font partie intégrante du Contrat de location.

32. Dans l'éventualité où il y a un conflit entre le Contrat de location et tout autre contrat entre les parties, les termes du Contrat de location continueront de s'appliquer.

Je, le soussigné, en tant que représentant de l'entité indiquée ci-dessous, confirme avoir lu et compris les conditions de location :

______________________	______________________
Prénom et nom	Signature
______________________	______________________
Titre	Date
______________________	
Nom de l'entité	

10

Department of Justice Canada | Ministère de la Justice Canada

HOSPITALITY CLAIM | **DEMANDE DE REMBOURSEMENT DE DÉPENSES D'ACCUEIL**

Function - L'évènement	Date of Function / Date de l'évènement (Y-A M D-J)	Place(s) of Function - Lieu(x) de l'évènement
Meeting with French Minister	2016 06 21	Justice EMB

Date	Type	Participants: Gov't of Canada / Gouv. du Canada	Participants: Others / Autres	Actual Cost - Coût réel: Total Attendees / Total des prticipants	Actual Cost - Coût réel: Per Capita Cost / Coût individuel	A Total Cost / Coût total
16/06/2016	breakfast	4	6	10	$7.85	$78.57
				Totals / Totaux	$7.85	$78.57

Date	Type (Other than food & beverage) / Type (Autres que nourriture et boissons)	Number of Items / Nombre d'articles	Cost per Item / Coût par article	B Total Cost / Coût total	A+B Total Hospitality Cost / Coût total de l'accueil
					$78.57

Remarks - Remarques

no agenda provided.
see list of participants attached.

Payee Name - Nom du bénéficiaire						Vendor Code - Code fournisseur	
Joelle Landry						77407474	
Commitment No. / N° d'engagement	Cost Center / Centre de coût	Fund - Fonds	Functional Area / Domaine fonctionnel	Order - Ordre	GL - Compte général (2015 / 2401)	Amount including Tax / Montant incluant taxe	GST / HST / TPS / TVH
300260891 - 1	11050	15	4010		2401	27.78	

Payee Name - Nom du bénéficiaire						Vendor Code - Code fournisseur	
[illegible] (corner kitchen)						[illegible] 102824	
Commitment No. / N° d'engagement	Cost Center / Centre de coût	Fund - Fonds	Functional Area / Domaine fonctionnel	Order - Ordre	GL - Compte général (2015 / 2401)	Amount including Tax / Montant incluant taxe	GST / HST / TPS / TVH
300260891-1	11050	15	4010		2401	$50.79	$5.84

Prepared by (*Type or print*) - Préparé par (*Dactylographier ou en caractères d'imprimerie*)	Tel. No. - N° de tél.	Date
Anne Grenier	(613) 404-5682	24/06/2016

Certified pursuant to Section 34 of the *Financial Administration Act*. Certifié en vertu de l'article 34 de la Loi sur la gestion des finances publiques.

Title - Titre

Hon. Jody Wilson-Raybould

Signature | Date

JUS 145-2 (2011/11)

s.19(1)

LE BOULANGER FRANCAIS
FRENCHBAKER.CA

119, rue Murray Street, Ottawa

613-789-7941

1 DIVER EPICERIE N-TX	27,78
1 Total	27,78
CASH	27,78

TuesDay 21- 6-2016 6:54:17
L0001 Clerk2

THE FRENCH BAKER
119 MURRAY ST
OTTAWA ON

CARTE
TYPE CARTE VISA
DATE 2016/06/21
HEURE 0029 06:57:17
NUMERO DU RECU
C84020361-001-426-002-0

ACHAT
TOTAL
$27.78

VISA CREDIT
A0000000031010
E3E23A5BB17941F9
0000008000-E800
F25C621EFAFFE60F
0000008000-F800

APPROUVEE
NO AUTOR 015427 01-027
MERCI

COPIE DU TITULAIRE

IMPORTANT - CONSERVER
CETTE COPIE POUR VOS
DOSSIERS

Department of Justice Canada | Ministère de la Justice Canada

Initiation and Commitment Expenditure Request
Demande d'initiation et d'engagement de dépense

FISCAL YEAR / EXERCICE FINANCIER: 2016-2017

☒ ORIGINAL ☐ CLOSE/FERMER ☐ AMEND/MODIFICATION ☐ RE-OPEN/RE-OUVERTURE

1 BRANCH, SECTION / DIRECTION GÉNÉRALE, SECTION: DM Business Centre
VENDOR NO. / N° DE FOURNISSEUR:

2 Name of Card Holder (if applicable) / Nom du titulaire d'une carte d'acquisition (si applicable):

3 ACCOUNTING INFORMATION / INFORMATION COMPTABLE

Original Financial Commitment description - Description d'engagement de fonds originale

Trans. Type / Type de Trans.	GL ACCOUNT / COMPTE GL	COST CENTER / CENTRE DE COÛTS	FUND / FONDS	FUNCTIONAL AREA / DOMAINE FONCTIONNEL	ORDER NO. / N° DE COMMANDE	COMMITMENT AMOUNT / MONTANT D'ENGAGEMENT	TAX AMOUNT / MONTANT DE LA TAXE	TOTAL AMOUNT / MONTANT TOTAL	COMMITMENT NO. / N° D' ENGAGEMENT	LINE NO.	DESCRIPTION (text)
	2401	11050	15	4010		$ 175.00	$ 22.75	$ 197.75	300260891	01	Hospitality - French Minister Visit
	4516	11050	15	4010		$ 200.00		$ 200.00	300260891	02	Flag Rental - French Minister Visit
	5840	11050	15	4010		$ 300.00		$ 300.00	300260891	03	Gift Bank - French Minister Visit
								$ 0.00			
								$ 0.00			
								$ 0.00			

Amended Financial Commitment Description - Description de l'Amendement à l'Engagement de Fonds

Trans. Type	GL Account	Cost Center	Fund	Functional Area	Order No.	Commitment Amount	Tax Amount	Total Amount	Commitment No.	Line No.	Description
								$ 0.00			
								$ 0.00			
								$ 0.00			
								$ 0.00			
								$ 0.00			
								$ 0.00			
								$ 0.00			
								$ 0.00			

5 Prepared by / Préparé par
Name (Print) / Nom (lettre moulée) : Joëlle Landry
Signature :
Date :

6 Certified pursuant to Section 32(1) of the Financial Administration Act and authorized under the Expenditure Initiation. I authorize the use of the acquisition card for this purchase.

Certified pursuant to Section 32(1) of the Financial Administration Act and authorized under the Expenditure Initiation. I authorize the use of the acquisition card for this purchase.

Name of manager / Nom du gestionnaire: Hon. Jody Wilson-Raybould
Signature :
Date : 15 JUIN 2016

JUS 817 (2014/11)

s.19(1)

Landry, Joelle

From: Nesrallah, Tania
Sent: 2016-Jun-16 2:09 PM
To: Landry, Joelle
Cc: Chenevert, Carole; Douglas, Michelle
Subject: Meeting with the French Minister - June 21st - 08:00-08:45

Hi Joelle,

How would you like to proceed with the coffee and croissants/muffins? Also, will there be someone from your office available to serve the coffee or would you like me to be on hand? We will need to make sure that the coffee cups in the Minister office (kitchen) are clean and ready for use. Let me know if you would like me to come down to help facilitate any of this.

As promised, here is the list of participants for the meeting:
Meeting Participants

Minister Urvoas will be accompanied by the following officials:

- Ambassador of France to Canada;
- Diplomatic Advisor;
- Chief of Staff;
- Advisor to the Minister; and
- Political Advisor, Embassy of France.

You will be accompanied by:

- William Pentney, Deputy Minister of Justice;
- Chief of Staff; and
- Michelle Douglas, Director of International Relations.

and Honorable Jody Wilson-Raybould, Minister of Justice

Thank you
Tania

Tania Nesrallah
The International Relations Group /
Groupe des relations internationales
Department of Justice of Canada / Ministère de la Justice du Canada
284 Wellington Street, EMB-5321 / 284 rue Wellington, ÉCE- pièce 5321
Ottawa, ON K1A 0H8
tel./tél.: (613) 952-6612
tania.nesrallahl@justice.gc.ca

Please send payment to address on this invoice only

CK

Q 12465

Place de Ville, 320 Queen Street (Mall Level)
Ottawa, Ontario K1R 5A3 Tel/Fax: (613) 594-8455
www.wecateroffices.com

COMPANY NAME:	DEL. DAY	DATE
justice.	Tue	June 21. 16
ADDRESS: P.U		DELIVERY TIME 7:30
CONTACT PERSON & PHONE NO: Joanne	GIVE INV. TO:	# OF PEOPLE

JOElle 613-941-6042	TOTAL	
Sm Fruit tray.	35	00
1POT COFFEE	9	95
Net 30 Days. Interest of 2% per month will apply to overdue accounts. SUB TOTAL	44	95
☐ Terms of payment ______ H.S.T.	5	84
Received ______ TOTAL	50	79
HST/GST #87179 2842 RT0001		

Customer assumes responsibility for equipment.

Department of Justice Canada | Ministère de la Justice Canada

PAYMENT VOUCHER | BORDEREAU DE PAIEMENT

Scanned Documents / Documents numérisés ☐
Final Payment / Paiement Final ☐
Original document kept in legal file / Document original conservé dans le dossier ☐

Region - Région: NCR
Organization - Organisation: Deputy Minister's Office
Vendor code - Code fournisseur : 94403422
Payee name - Nom du bénéficiaire : Paul St-Germain
Address - Adresse :
Date goods received or services rendered - Date de réception des produits ou services:
Date invoice received / Date de réception de la facture: June 23, 2016

CHEQUE STUB INFORMATION - INFORMATION SUR LE TALON DU CHÈQUE

Invoice number Numéro de la facture	Details Détails	Amount Montant
Costco 23 juin 2016	Breuvage pour les délégués en visite au bureau du sous-ministre pour l'année 2015-2016	53.45
	eau $6.50 - café $39.99	

ACCOUNTING INFORMATION *(FOR ADDITIONAL LINES SEE PAGE 2)* - RENSEIGNEMENTS DE LA COMPTABILITÉ *(POUR DES LIGNES SUPPLÉMENTAIRES - VOIR PAGE 2)*

	GL Account Compte général	Net Amount Montant net	HST/GST TVH/TPS	QST/ TVQ	Cost center Centre de coût	Fund Fonds	Functional Area Domaine Fonctionnel	Order Ordre	Assignment Affectation	Description	Commitment PO Engagement Bon de commande	Line Item L. d'item
1	2401	46.49	2.32	4.64	12000	15	4010			Breuvage pour les délégués en visite au bureau du sous-ministre pour l'année 2015-2016	300260471	1
2												
3												

	Net Amount	HST/GST	QST/TVQ
Sub-Total	$ 46.49	$ 2.32	$ 4.64
Sub-Total Tax Amount		$ 6.96	
TOTAL	$ 53.45		

The following boxes must be check by the verifier - Les cases suivantes doivent être cochée par le vérificateur

☐ Services Rendered/Goods Supplied / Services rendus/marchandises livrées
☐ Contract Terms Met / Rencontre les Termes du contrat
☐ Supporting documentation / Documentation à l'appui

Account Verified - Name / Compte Vérifié - Nom	Signature	Date Y-A M D-J

Prepared by - Name / Préparé par - Nom	Date Y-A M D-J	G/R :
Sylvie Crispin	2016 06 23	

CERTIFIED PURSUANT TO SECTION 34 OF THE *FINANCIAL ADMINISTRATION ACT* - CERTIFIÉ EN VERTU DE L'ARTICLE 34 DE *LA LOI SUR LES FINANCES PUBLIQUES*

Name - Nom	Signature	Date Y-A M D-J
Stéphanie Poliquin - Chief of Staff - DMO	Stéphanie [signature]	2016 06 24

JUS 396-4 (2014/01)

1719 0056

s.19(1)

○ StePHanie = 22.03 ✓

○ SPLIT Employés = 14.37

BUReAU = 46.49

QUICKIE
DUBARRY
819-568-1544
THANK YOU / MERCI
WWW.QUICKIESTORES.COM

JUN-23-2016 #1201

2 x 5.00 @
COCA COLA 2L SPEC/ 10.00T

2 x 0.10 @
BTL\CAN DEPOSIT 0. 0.20

SUBTL	10.20
TPS	0.50
TVQ	1.00
CASH	11.70

OUVERT 24/24
7 JOURS SEMAINE!!

ITEM 4 0204 AM09:51TM

COSTCO WHOLESALE

GATINEAU #542

1100 BLVD MALONEY
GATINEAU, QC J8T 6G3
(819) 246 4005
MEMBRE #111814296352 7W

500666 KS 40X500ML	3.25
500666 KS 40X500ML	3.25
29061 CESAR	8.99 FP
994397 KS SACHET	12.59 FP
700045 KS K-CUPS	39.99
SOUS-TOTAL	68.07
**** T.P.S. 5%	1.08
**** T.V.Q. 9.975%	2.15
TOTAL	71.30
VF Interac	71.30

CPTE: CHEQUES
#REFERENCE: 66164563-0010019400 C
#AUTOR.: 97432F 06/23/16 09:41:40
#FACTURE: 11077

COSTCO WHOLESALE #542
1100 BLVD MALONEY
GATINEAU, QC J8T 6G3

ACHAT - INTERAC
Interac
A0000002771010
8000008000 6800
00 APPROUVEE - MERCI! 001
MONTANT: $71.30

0542 015 0000000059 0009

*** COPIE DU CLIENT ***

MONNAIE .00

TOTAL ARTICLES VENDUS = 5
CAISSIER:Peter R. #CS: 15
2016/06/23 09:41 0542 15 0009 59

F=TPS P=TVQ FP=LES DEUX
MERCI
#TPS 121476329RT #TVQ 1018199561TQ0001

#	Section 1: Activity Information (Mandatory) / Information sur les activités (obligatoire)						Section 2: Travel / Voyage										Section 3: Hospitality /		Section 4: Conferences / Conférences			Section 5: Events - Other		Section 6: Summary / Sommaire						
	What? / Quoi ?	Why? (explain why it is required) / Pourquoi ? (expliquer la nécessité)	Rationale for # of Participants / Rationale pour # de participants	Date		Location / Emplacement	# of Participants / Nombre de participants		Why not virtual presence? / Pourquoi ne pas utiliser la méthode virtuelle ?	Travel Category / Catégorie de voyage	Travel Type / Type de voyage	Estimated Expenditures / Estimation des dépenses	Blanket Travel Authority and Annual Authority to Extend Hospitality / Autorisation générale de voyager et Autorisation pour des activités d'accueil annuelles (BTA and AAEH / AGV et AAAA)			Forecasted Expenditures / Dépenses prévues		# of Participants / Nombre de participants		Forecasted Expenditures / Dépenses prévues	Type of Expenditure / Catégorie de dépenses	Forecasted Expenditures / Dépenses prévues	Total Forecasted Expenditures / Dépenses prévues total	Approved or Declined / Approuvé ou refusé (Initiales)	Contact / Ressource		Sector / Secteur	Core or Non-Core / Essentielles ou non-essentielles	Why submitted to MIN?
	Name or brief description / Nom ou description brève	Purpose (objective) of Activity / But (objectif) de l'activité		From / De	To / À	Venue, City / Lieu, ville	Public Servant / Fonctionnaire	Non-Public Servant / Non-fonctionnaire				Total	Yes / Oui No / Non	Estimated # of events / Nombre estimatif d'activités	Maximum Cost for all Activities / Montant maximal pour toutes les activités	Cost per Individual / Coût par individu	Total Cost / Coût total	Public Servant / Fonctionnaire	Non-Public Servant / Non-fonctionnaire	Total Cost / Coût total		Total Cost / Coût total			Name / Nom	Phone # / # de téléphone			
Q1-MIN-5	Town Hall Meetings in HQ	Communication strategy by the DM and Associate DM. To address and receive feedback from employees on JUS. (1 day)	All NCR employees will be invited, and an estimated 200 will come.	Q1	Q4	Ottawa, ON	-	-	-	-	-	-	No / Non	-	-	8.00	1,600	-	Refreshment / Rafraîchissement	-	-	-	1,600.00		Michèle Gagnon	613-954-6810	Change Management	Non-Core	MIN - DM, CFO and Level 2 attending and event >$5K
Q1-MIN-6	Town Hall Meetings in HQ	Communication strategy by the DM and Associate DM. To address and receive feedback from employees on JUS. (1 day)	All NCR employees will be invited, and an estimated 200 will come.	Q1	Q4	Ottawa, ON	-	-	-	-	-	-	No / Non	-	-	8.00	1,600	-	Refreshment / Rafraîchissement	-	-	-	1,600.00		Michèle Gagnon	613-954-6810	Change Management	Non-Core	MIN - DM, CFO and Level 2 attending and event >$5K
Q1-MIN-7	Hospitality throughout FY 2016-2017 for various events/ meetings hosted by the DM	To cover hospitality events such as the Holiday pancake breakfast, welcoming DMs from other departments and other events	The number of attendees could go up to 200 if an event is done in NCR for all JUS employees	Q1	Q4	Ottawa, ON	-	-	-	-	-	-	Yes / Oui	up to 20	5,500	Blanket hospitality, each hospitality will be within TBS directive.	5,500	-	Other / Autres	-	-	-	5,500.00		Suzanne Désormeaux	613-957-4938	DMO	Non-Core	MIN - Hospitality >$5K
Q1-MIN-8	Departmental Audit Committee (DAC) Meeting - April 2016	The Department is required to have a DAC which includes a majority of external members. The DAC is required to meet a minimum number of times per year in person. Two of the members live outside of Ottawa: one resides in Orillia, ON and the other in Montréal, QC. (2 travellers, 10 participants for hospitality)	All members are expected to attend the DAC meeting in person. The DAC is composed of 3 external members, the DM and the Associate DM. The Chief Audit Executive (CAE) and the Chief Financial Officer (CFO) are also required by policy to attend all DAC meetings. 3 other people from Internal Audit Services also attend all DAC meetings: the 2 Directors and the DAC Secretariat representative. The only travellers are two external members.	April-01-16	April-02-16	Ottawa, ON	-	2	A minimum number of in person meetings are required under the Treasury Board Directive.	Internal governance / Gouvernance interne	National Travel / Voyage national	1,580	No / Non	-	-	22.00	220	-	Lunch / Déjeuner	-	-	-	1,800.00		Jane Newcombe	613-404-6341	Internal Audit	Non-Core	MIN - DM and CFO attending

B #	Section 1: Activity Information (Mandatory) / Information sur les activités (obligatoire)						[redacted]										Section 3: Hospitality /		Section 4: Conferences / Conférences			Section 5: Events - Other		Section 6: Summary / Sommaire						
	What? / Quoi ?	Why? (explain why it is required) / Pourquoi ? (expliquer la nécessité)	Rationale for # of Participants / Rationale pour # de participants	Date		Location / Emplacement	# of Participants / Nombre de participants		Why not virtual presence? / Pourquoi ne pas utiliser la méthode virtuelle ?	Travel Category / Catégorie de voyage	Travel Type / Type de voyage	Estimated Expenditures / Estimation des dépenses	Blanket Travel Authority and Annual Authority to Extend Hospitality / Autorisation générale de voyager et autorisation pour des activités d'accueil annuelles (BTA and AAEH / AGV et AAAA)			Forecasted Expenditures / Dépenses prévues		# of Participants / Nombre de participants		Forecasted Expenditures / Dépenses prévues	Type of Expenditure / Catégorie de dépenses	Forecasted Expenditures / Dépenses prévues	Total Forecasted Expenditures / Dépenses prévues total	Approved or Declined / Approuvé ou refusé (initials)	Contact / Ressource		Sector / Secteur	Core or Non-Core / Essentielles ou non-essentielles	Why submitted to MIN?
	Name or brief description / Nom ou description brève	Purpose (objective) of Activity / But (objectif) de l'activité		From / De	To / A	Venue, City / Lieu, ville	Public Servant / Fonctionnaire	Non-Public Servant / Non-fonctionnaire				Total	Yes / Oui No / Non	Estimated # of activities / Nombre estimé d'activités	Maximum Cost for all Activities / Coût maximal pour toutes les activités	Cost per Individual / Coût par individu	Total Cost / Coût total	Public Servant / Fonctionnaire	Non-Public Servant / Non-fonctionnaire	Total Cost / Coût total		Total Cost / Coût total			Name / Nom	Phone # / # de téléphone			
Q1-MIN-13	Management Information Session (4 events /year)	Management Information Sessions provide a forum for the DM and his Direct Reports to engage and share strategic information with members of JUS EX and LC communities. This also gives departmental leaders the opportunity to make informative presentations to their colleagues. There are up to four of these sessions per fiscal year, one per quarter. (1-2 day each)	All NCR and regional departmental LCs and EXs participate, for a total of 292 participants (regions via webcast).	Q1	Q4	Ottawa, ON	-	-	-	-	-	-	No / Non	-	-	-	-	-	-	-	Room rental, audio visual costs and interpretation services.	32,000	32,000.00		Karen Bron	613-907-3731	MNG	Non-Core	MIN - Event >$25K
Q1-MIN-14	National Awards Ceremony	Annual departmental event supported and attended by the DM. (1 day)	Number of participants based on the number of awards given and attendees supporting recipients and the event. The estimated amount of participants is 315, based on last year's attendance.	Q3	Q3	Ottawa, ON	-	-	-	-	-	-	No / Non	-	-	16.55	5,213	-	Lunch / Déjeuner	-	Photographer, room and equipment rentals, etc.	1,695	6,908.25		Mary Lynn Courtney	613-946-7475	MNG	Non-Core	MIN - Hospitality >$5K and DM attending
Q1-MIN-15	National Servant Public Week	Picnic and open house held by the DM team. (1 day)	All employees of JUS in the NCR will be invited. The estimated amount of participants is 500, based on last year's attendance.	Q1	Q1	Ottawa, ON	-	-	-	-	-	-	No / Non	-	-	2.50	1,250	-	Lunch / Déjeuner	-	Table rental, tablecloths, etc.	3,000	4,250.00		Carole Rice	613-293-2749	MNG	Non-Core	MIN - DM and CFO attending

GRAND TOTAL $168,958.25

Section 8: Approvals / Approbations

Expenditure Initiation Authority and Certified pursuant to Section 32 of the *Financial Administration Act* /
Pouvoir d'engagement des dépenses et Certifié en vertu de l'Article 32 de la *Loi sur la gestion des finances publiques*

Hon. Jody Wilson-Raybould / Minister — Initials — Date: March 19/16

Expense Report Statement

Expense Report Name: Toronto CJS May 19 20 2016-1

Traveller Name: *WILLIAM PENTNEY*

TIN: *W447676*

Prepared By: *WILLIAM PENTNEY*

Policy Module: *M3D - Domestic - Overnight Stay*

Trip Purpose: *Core Mandate - Meetings*

Other Trip Purpose:

Travel Request Name: *Toronto Mock trip June 2016*

Travel Start Date: *26/06/2016*

Travel End Date: *27/06/2016*

ER Approval Status: *Approved*

Primary Location:

Secondary Location:

Online TAN: *ANB885700*

Fiscal Year: *2016-2017*

Travel Outside Default Division: *N*

Vendor Code: *27327957*

Event:

Comments:

Expense Report Summary

Expense Summary

Total allocated expenses :	**927.30**
(Minus) Total non-reimbursable expenses :	607.58
Total reimbursable expenses :	**319.72**
Total due traveller :	**319.72**

Non-Reimbursable Expenses

Expense Type	Date	Foreign Amount	Tax Amount	Amount

Expense Type	Date		Foreign Amount	Tax Amount	Amount
5) Commercial Air Porter Ai Air Can 0142162577208 Porter Airlines	16/05/2016	1505 - 12000 - 0130 - 4010 - 15 - - 3003 -			281.72 281.72
5) Commercial Air Porter Ai Air Can 0142162577208 Air Canada	16/05/2016	1505 - 12000 - 0130 - 4010 - 15 - - 3003 -			251.56 251.56
8) Misc transportation charges Air Can 0142162577208 Hrg Anb822845 5.02 Hrg Anb822845 5.01	16/05/2016	1505 - 12000 - 0130 - 4010 - 15 - - 3003 -			16.95 16.95
8) Misc transportation charges Air Can 0142162577208 Hrg Anb822845 5.02 Hrg Anb822845 5.01	17/05/2016	1505 - 12000 - 0130 - 4010 - 15 - - 3003 -			23.73 23.73
8) Misc transportation charges Air Can 0142162577208 Hrg Anb822845 5.02 Hrg Anb822845 5.01	17/05/2016	1505 - 12000 - 0130 - 4010 - 15 - - 3003 -			33.62 33.62

Date And Time Expense Type / Financial Coding	Approver Date	Approval Status	Foreign Amount	Comment Total Tax Amount	Total Amount
8500 - 0130 - 0000 - 10006 - 82 - - -		Total non-reimbursable expenses (CAD)			607.58

Reimbursable Expenses

Expense Type	Date		Foreign Amount	Tax Amount		Amount
11) Taxi	20/05/2016	1505 - 12000 - 0130 - 4010 - 15 - - 3003 - 8500 - 0130 - 0000 - 10006 - 82 - - -		ON*...	12.51	104.24 116.75
Travel to and from airport.						
16) Commercial Accommodation Sheraton Hotels Corporation	31/05/2016	1505 - 12000 - 0130 - 4010 - 15 - - 3003 - 8500 - 0130 - 0000 - 10006 - 82 - - -		ON*...	18.04	150.33 168.37
2) Allowance: Meals, Incidentals & Private Accommodation	31/05/2016	1505 - 12000 - 0130 - 4010 - 15 - - 3003 - 8500 - 0130 - 0000 - 10006 - 82 - - -		ON#...	3.98	30.62 34.60

Total reimbursable expenses (CAD) 319.72

Tax Coding Summary

HST	Total Amount
8500 - 0130 - 0000 - 10006 - 82 - - -	34.53

Financial Coding Summary

Financial Coding	Total Excl. Tax	Total Incl. Tax
1505 - 12000 - 0130 - 4010 - 15 - - 3003 -	892.77	927.30

Approval History

Date And Time	Approver	Approval Status	Comment
15/08/2016 13:50:43	Christina Crampton	Approved	
15/08/2016 09:59:19	Johanne Bernard	Approved	

Date And Time	Approver	Approval Status	Comment
02/08/2016 11:21:10	Fendy Belleus	Selected Approver Changed	

Signatures

I certify that the amounts included in this Expense Report were incurred on authorized government business travel.

Traveller Name *WILLIAM PENTNEY*

Submit Date *14/06/2016*

Signature

Submitted on behalf of the Traveller.

Delegate Name *Fendy Belleus*

Submit Date *14/06/2016*

Signature

Certified pursuant to section 34 of the Financial Administration Act.

Approver Name *Johanne Bernard*

Approval Date *15/08/2016*

Signature

Processor Name *Christina Crampton*

Processed Date *15/08/2016*

Signature

s.19(1)

STS SVP
Shared Travel Services
Services de voyage partagés

HRG

E-Ticket Itinerary Receipt and Invoice

16 May 2016

THANK YOU FOR BOOKING WITH THE HOGG ROBINSON GROUP (HRG) GOVERNMENT OF CANADA TRAVEL SERVICES. THIS DOCUMENTATION CONFIRMS YOUR TRAVEL ARRANGEMENTS.

THE INFORMATION CONTAINED IN THIS DOCUMENT IS PROVIDED BY HRG NORTH AMERICA VIA TRAVELPORT AND OTHER THIRD-PARTY VENDORS. AS SUCH, SOME CONTENT IS AVAILABLE IN ENGLISH ONLY.

PLEASE REVIEW TO ENSURE THAT ALL INFORMATION IS CORRECT.

TRAVELLERS ARE RESPONSIBLE FOR VERIFYING THEIR TRAVEL DOCUMENTS UPON RECEIPT.

ACCEPTANCE OF YOUR ITINERARY CONSTITUTES AGREEMENT WITH ITS CONTENTS.

ANY DISCREPANCY MUST BE REPORTED TO HRG NORTH AMERICA PRIOR TO 8PM EST THE SAME BUSINESS DAY.

HRG WILL NOT INCREASE THE PRICE AFTER TICKET ISSUANCE.

Itinerary details

Trip locator:	QQ63JA
Traveller:	Mr WILLIAM FRED PENTNEY

Account references

Traveller Category :	Public Servants
Travel Directive Module :	M3D - Domestic - Overnight stay
THCEE Trip Category :	Core Mandate
Trip Purpose :	Core Mandate - Meetings
TAN :	ANB822845
Fiscal Year :	2016-2017
Rationale for not using virtual presence :	Personal attendance required

Itinerary summary

Traffic	Date	From-to/location	Supplier	Times	Class/room	Status
✈	19 May 2016	YOW - YTZ	PD252	10:55-11:55	Economy	Booked
✈	20 May 2016	YYZ - YOW	AC460	17:10-18:13	Economy	Booked

Frequent flyer cards:

porter

Porter Airlines
Flight # PD252

Status: Booked

Departing:	Ottawa Intl Airport, Ottawa, Canada (YOW)
Date/time:	19 May 2016, 10:55
Arriving:	Toronto City Centre, Toronto, Canada (YTZ)
Date/time:	19 May 2016, 11:55
Duration:	1h0m
Aircraft:	De Havilland DHC-8 400 Narrowbody Turboprop
Cabin class:	Economy (K)

Add to calendar

Air Canada
Flight # AC460

Status: Booked

Departing:	Pearson International, Toronto, Canada (YYZ), Terminal 1
Date/time:	20 May 2016, 17:10
Arriving:	Ottawa Intl Airport, Ottawa, Canada (YOW)
Date/time:	20 May 2016, 18:13
Duration:	1h3m
Aircraft:	Airbus A320-100/200 Narrowbody Jet
Cabin class:	Economy (V)

Add to calendar

Fare details

Fare accepted:	15.00 CAD
Taxes and fees:	1.95 RC
Total amount:	16.95 CAD
Fare routing:	YYZ - YOW

Fare details

Fare accepted:	207.19 CAD
Taxes and fees:	0.00 XG / 32.41 RC / 0.00 XQ / 42.12 XT
Total amount:	281.72 CAD
Fare routing:	YOW - YTZ

Service Fees

Fee 1 Base:	29.75 CAD
Fee 1 Taxes:	3.87 CAD HST
Fee 1 Total:	33.62 CAD
Fee 2 Base:	21.00 CAD
Fee 2 Taxes:	2.73 CAD HST
Fee 2 Total:	23.73 CAD

GENERAL INFORMATION
****
VENDOR NAME-PORTER AIRLINES
VENDOR LOCATOR-V1ZBVR
VENDOR TICKET NUMBER-2162577208
****
VENDOR NAME-AIR CANADA
VENDOR LOCATOR-SHXA8E
****

GST REGISTRATION NO. R136445095 QST REGISTRATION NO. TVQ M1015857826

GST is represented by tax code XG; HST is represented by tax code RC; QST is represented by tax code XQ.

FOR ASSISTANCE OR IN TRANSIT EMERGENCY SERVICE PLEASE CONTACT HRG ANYTIME AT 1-866-857-3578 WITHIN NORTH AMERICA OR FROM OUTSIDE CANADA / USA; CALL COLLECT AT 1-613-822-3873.

FOR CREDIT CARD SUPPORT DUE TO LOST OR STOLEN CARDS PLEASE USE PHONE NUMBER ABOVE; SELECT OPTION 4 IMPORTANT; THE NAME ON THE IDENTIFICATION MUST MATCH THE NAME ON THE RESERVATION; BOARDING PASS.

FOR FLIGHTS WITHIN CANADA ALL PASSENGERS MUST PRESENT ONE PIECE OF VALID GOVERNMENT ISSUED PHOTO IDENTIFICATION THAT INCLUDES NAME / DATE OF BIRTH AND GENDER.

FOR FLIGHTS TO/FROM THE UNITED STATES ALL PASSENGERS ARE REQUIRED TO PRESENT A VALID PASSPORT.

CITIZENS OF COUNTRIES OTHER THAN CANADA AND THE UNITED STATES SHOULD CONTACT THEIR CONSULATE OR EMBASSY FOR BOARDING REQUIREMENTS OR CONSULT HRG GOVERNMENT TRAVEL SERVICE.

PROOF OF ONWARD OR RETURN TRAVEL MAY BE REQUIRED AT CHECK-IN.

PASSPORT AND VISA REQUIREMENTS:

PLEASE ENSURE PASSPORT IS VALID FOR 6 MONTHS BEYOND EXPECTED RETURN DATE.

ALL CHILDREN REGARDLESS OF AGE MUST HAVE THEIR OWN PASSPORT

CITIZENS OF COUNTRIES OTHER THAN CANADA AND THE UNITED STATES SHOULD CONTACT THE CONSULATE OR

s.19(1)

Désormeaux, Suzanne

From: Air Canada <confirmation@aircanada.ca>
Sent: 16 mai 2016 08:18
To: Désormeaux, Suzanne
Subject: Air Canada - MR WILLIAM PENTNEY - 20-May/YYZ-YOW (booking ref SHXA8E) - Itinerary-Receipt

****** PLEASE DO NOT REPLY TO THIS E-MAIL ******

Itinerary-Receipt

Your booking is confirmed. Please print/retain this page for your financial records (for taxation, expense claim or credit card reconciliation purposes). We thank you for choosing Air Canada and look forward to welcoming you on board.

Scan this barcode to check in at any Air Canada check in kiosk.

Booking Date: **May 16, 2016** Passengers **MR WILLIAM PENTNEY**
Agent Name:
Agency ID:

Purchase a travel option Relax in Air Canada's Maple Leaf lounges. Purchase On My Way travel assistance.

Booking Information

Booking Reference SHXA8E

Electronic Ticketing confirmed. This is your official itinerary/receipt.
Main Contact
HRG North America GoC
SUPPLIERS.GC@HRGWORLDWIDE.COM
44 1252 16139574998

Online Services

Select Seats
Manage My Booking (change, cancel, upgrade).
Alert me of flight status changes directly to my mobile phone or email.
Flight Arrivals & Departures check online if my flight is on time.
Check-in online and print my boarding pass.

* Can my booking be changed online?

Customer Care

Air Canada
1-888-247-2262*

Flight Arrivals and Departures
1-888-422-7533

*For use from phones in Canada, the continental USA, Hawaii and Alaska.

Flight Itinerary

Flight	From	To	Stops	Duration	Aircraft	Fare Type
AC460	**Toronto Lester B Pearson Intl (YYZ)** Fri 20-May 2016 17:10 - 1	**McDonald - Cartier Intl (YOW)** Fri 20-May 2016 18:13	0	1hr03	320	Flex V

Passenger Information

s.18(a)
s.19(1)

1: MR WILLIAM PENTNEY : Adult (16+), Ticket Number: 0142162577208

Frequent Flyer Pgm :		Meal Preference :	**None**
Payment Card :		Special Needs :	**None**
Seat Selection :	AC 460 (YYZ-YOW) - **17D (*Preferred*)**		

Purchase Summary

Fare Summary	
Passenger Type	**Adult**
Departing Flight - Flex	**178.50**
Surcharges	12.00
Sub Total	**190.50**

Taxes, Fees and Charges	
Canada Airport Improvement Fee	25.00
Air Travellers Security Charge (ATSC)	7.12
Canada Harmonized Sales Tax (GST/HST #10009-2287 RT0001)	28.94
Total airfare and taxes before options (per passenger)	**251.56**

Travel Options	
Departing Flight - Flex	
Preferred Seat - Aisle (Segment 1)	15.00
Canada Harmonized Sales Tax (GST/HST #10009-2287 RT0001)	1.95
Number Of Passengers	1
Total	**268.51**
Grand Total - Canadian Dollar (CAD)	**$268.51**

Payment Information

The following charges were charged on your MasterCard card

- **$251.56** (Airfare)

The following charges were charged on your MasterCard card

- **$16.95** (Seat selection)

Ticket number 0142162577208

Fare Rules

Departing Flight Toronto (YYZ) To Ottawa (YOW) - **Flex**

- **Changes:**
  - Prior to day of departure - **Change fee** per direction, per passenger, is $75 CAD plus applicable taxes and any additional fare difference. **Changes** can be made up to 2 hours prior to departure.
  - **Airport same-day changes** (subject to availability) are permitted at a flat fee of $75 CAD per direction, per passenger. Same-day flights only.
  - **Same-day standby** is available on flights between Toronto and Montreal or Ottawa, on flights between Calgary, Edmonton and Vancouver, as well as on flights between Toronto Pearson

Sheridan, Kathleen (DMO)

From:	PorterAirlines@flyporter.com
Sent:	2016-May-16 8:18 AM
To:	Désormeaux, Suzanne
Subject:	Porter Airlines Itinerary - Ottawa - Toronto - Thu 19 May 2016

Thank you for flying Porter

Booking status: **Confirmed**
Porter confirmation number: **V1ZBVR**

within 24 hours of departure

Porter only accepts debit or credit payments at check-in and the gate. We are now cash free.

THU 19 MAY 2016
OTTAWA, CA (YOW) TO TORONTO, CA (YTZ)

PD 252 **10:55 AM** Ottawa, CA (YOW) **11:55 AM** Toronto, CA (YTZ) *Duration: 1hr 0min*

Arrive at airport by 9:55 AM

Seats: 7C

PASSENGER

WILLIAM PENTNEY

BAGGAGE POLICY

Checked baggage policy

	1st bag		2nd bag		Weight fee per bag above 23kg
	Pay in advance	Pay at airport	Pay in advance	Pay at airport	

Ottawa - Toronto Flexible fare class	$27.50 - $31.62	$37.50 - $43.13	$37.50 - $43.13	$47.50 - $54.63	$77.50 - $89.13

If you have prepaid for your checked baggage and are traveling with a partner airline, please be prepared to present your itinerary at the airline check-in counter.

See full checked baggage rules

Carry-on baggage policy

TWO items of carry-on baggage are permitted, free of charge, per passenger.
Oversized carry-on bags will be checked at the gate for a fee of $47.50 – $129.38, taxes included.

See all carry-on baggage rules

SUMMARY OF PURCHASES

Flights

Ottawa - Toronto (paid)

Checked bags

Ottawa - Toronto | Bags not added | Add a bag

Save $10 plus tax per bag when you pay online

Seat selection

Ottawa - Toronto | 1 reserved seat | Upgrade seats

Enhance your travel experience

Hertz Car Rental
(See details)

FARE INFORMATION

Air transportation charges	$207.19
Taxes, fees and charges	$74.53
Total Fare Price	**$281.72**

#1

s.19(1)

a4u.ca
online Taxi

Receipt

Date ______ Fare $ 15.97
HST included

From ______

To ______

Cab # ______ Driver ______

INCLUDE US IN YOUR TRAVEL PLAN

Please download our TAXI APP from www.a4u.ca

DIAMOND TAXI
251 QUEEN ST EAST
TORONTO ON M2J 4V84167

-------- Cab# 4129

05/19/2016 15:42
Trans #: 326 Batch #: 97
TID: 79208504

Purchase

Acct:
Type: VISA
Entry: CHIP
Invoice #: 0000330
AMOUNT: $56.75
TIP AMT: $3.00
TOTAL AMT: $59.75
APPROVED
Resp: APPROVED-000
Auth Code: 071704
Ref #: 614019997518
TS: 20160519154239
Sequence Number: 0000330
App Name: VISA CREDIT
AID: A0000000031010
TVR: 0280008000
TSI: F800
TC: 21805B08DC564C23

Approved 000 Thank You

Verified By PIN

www.payplus.ca

CUSTOMER COPY

BLUELINE

Job #

RECEIPT FOR CAB FARE

Amount 42 Date 18-5-2016

From ______

To ______

Cab No. ______ Driver ______

H.S.T. Included in meter fare

VISA MasterCard AMERICAN EXPRESS Interac

#2

s.19(1)

Sheraton Gateway Hotel
PO Box 3000
Toronto AMF
Toronto, ON L5P 1C4
Canada
Tel: 905-672-7000 Fax: 905-672-7100

Sheraton

William Pentney
284 Wellington St
Ottawa, ON K1A 0H8

Page Number	:	1	Invoice Nbr :	309401
Guest Number	:	2287480		
Folio ID	:	A		
Arrive Date	:	19-MAY-16	15:55	
Depart Date	:	20-MAY-16	07:34	
No. Of Guest	:	1		
Room Number	:	372		
Club Account	:			

Copy Invoice

Tax ID : 140047879
Sheraton Gateway 31-MAY-16 11:06

Date	Time	Reference	Description	Charges (CAD)	Credits (CAD)
19-MAY-16	03:12	RT372	Room Charge Group Government	149.00	
19-MAY-16	03:12	RT372	Rooms HST	19.37	
20-MAY-16	07:34	VI	Visa-1465		-168.37

For Authorization Purpose Only

Date	Code	Authorized
19-MAY-16	054150	193.7

	Charges	Credits
** Total	168.37	-168.37
*** Balance	0.00	

HST Summary for your stay:

	Amount (CAD)
Room Revenue HST	19.37
Food & Beverage HST	0.00
Photo/Fax/Copy Services HST	0.00
Other Revenue HST	0.00
Total HST for your stay:	19.37

Visit the Sheraton Store and take home our signature bedding, bath and more. Shop now at www.sheraton.com/store

Tell us about your stay www.sheraton.com/reviews for billing please connect with us at 00692guestinquiries@sheraton.com

Department of Justice Canada / Ministère de la Justice Canada

PAYMENT VOUCHER / BORDEREAU DE PAIEMENT

Scanned Documents / Documents numérisés ☐
Final Payment / Paiement Final ☐
Original document kept in legal file / Document original conservé dans le dossier ☐

s.19(1)

Region - Région:	Organization - Organisation:	Vendor code - Code fournisseur :
NCR	Minister's Office	123089

Payee name - Nom du bénéficiaire : Knowledge Circle

Address - Adresse : 850-130 rue Slater, Ott. Ont. K1P 6E2

Date goods received or services rendered - Date de réception des produits ou services:

Date invoice received / Date de réception de la facture:

CHEQUE STUB INFORMATION - INFORMATION SUR LE TALON DU CHÈQUE

Invoice number / Numéro de la facture	Details / Détails	Amount / Montant
36148	4500128356 - Second language training	$136.00
	1520074150	

ACCOUNTING INFORMATION *(FOR ADDITIONAL LINES SEE PAGE 2)* - RENSEIGNEMENTS DE LA COMPTABILITÉ *(POUR DES LIGNES SUPPLÉMENTAIRES - VOIR PAGE 2)*

	GL Account / Compte général	Net Amount / Montant net	HST/GST / TVH/TPS	QST/TVQ	Cost center / Centre de coût	Fund / Fonds	Functional Area / Domaine Fonctionnel	Order / Ordre	Assignment / Affectation	Description	Commitment PO / Engagement Bon de commande	Line Item / L. d'item
1	2044	136.00			11050	15	4010			training June 1-30 2016	4500128356	10
2												
3												

	Net Amount	HST/GST	QST/TVQ
Sub-Total	$ 136.00	$ 0.00	$ 0.00
Sub-Total Tax Amount		$ 0.00	
TOTAL	$ 136.00		

The following boxes must be check by the verifier - Les cases suivantes doivent être cochée par le vérificateur

☐ Services Rendered/Goods Supplied / Services rendus/marchandises livrées
☐ Contract Terms Met / Rencontre les Termes du contrat
☐ Supporting documentation / Documentation à l'appui

Account Verified - Name / Compte Vérifié - Nom	Signature	Date Y-A 2016 M 07 D-J 07
Prepared by - Name / Préparé par - Nom: Anne Grenier	Date Y-A 2016 M 06 D-J 29	G/R: 5002516578

CERTIFIED PURSUANT TO S[...]MINISTRATION ACT - CERTIFIÉ EN VERTU DE L'ARTICLE 34 DE *LA LOI SUR LES FINANCES PUBLIQUES*

Name - Nom	Signature	Date Y-A 2016 M 07 D-J 14

JUS 396-4 (2014/01)

s.19(1)

Government of Canada / Gouvernement du Canada

Requisition for Goods and Services - Demande de biens et de services

For Amendment Only / Aux fins de modification seulement

Requisition No. - N° demande: 1000020647

Page 1

PWGSC Use Only / TPSGC seulement

To:/À:

Amend No. / N° Modif.	Increase/Decrease / Augmentation/ Réduction	Previous Value / Valeur précédente	Current Funding / Financement actuel	Accounting Office Code / Code du bureau compt.
002	0.00		3,400.00	19203

Originator - Auteur: Landry, Joëlle — Tel. No. - N° de tél.: 613-954-1437

Address Technical Inquiries To: / Demande d'information techniques à: — Tel. No. / N° de tél.

Destination: 19203, MINISTER'S OFFICE, DEPARTMENT OF JUSTICE CANADA, Att: DANIELLE VAILLANCOURT 613-960-1138, WELLINGTON STREET ROOM 4147B, OTTAWA, ONTARIO

Inspection Agency - Chargé de l'inspection: ☐ Consignee at Destination / Destinataire ☐ Specified herein / Précisé dans les présentes

Quality Assurance - Assurance de la qualité: ☐ DND / MDN ☐ Specified herein / Précisé dans les présentes

Instructions:

Refer to Supply and Services Canada Customer Manual, Chapter 210, Acquisition of Goods and Services, for detailed explanation of fields.

Pour plus de précisions, se reporter au Chapitre 210 (Acquisition de Biens et de Services) du Manuel du Client, Approvisionnements et Services Canada.

PWGSC Confirmation de TPSGC: Telephone Number / Téléphone N° — Buyer's Name / Nom de l'acheteur

Invoices - Original and two copies are to be made out and sent to: / Factures - Remplir et envoyer l'original et deux copies à: 19203, MINISTER'S OFFICE, DEPARTMENT OF JUSTICE CANADA, Att: DANIELLE VAILLANCOURT 613-960-1138, WELLINGTON STREET ROOM 4147B, OTTAWA, ONTARIO

PWGSC Use Only / TPSGC seulement

Financial Code(s) - Code(s) financier(s): See Below / Voir ci-dessous — Amount - Montant: See Below / Voir ci-dessous

Item / Article	Reference/Stock No. and Description / N° de référence de nomenclature et description	Date Required / Demandé pour le D/J M/M Y/A	Consignee Code / Code du destinataire	U. of I. / U. de D.	Quantity / Quantité	Estimated Cost / Prix estimatif	Previous Quantity and Unit Price / Quantité et prix unitaire précédents	Previous Contract No. and Date / Date et n° du contrat précédent
00010	French Language Training - Minister **Amendments:** Item text was changed. See attached Proposal Dated March 31, 2016 To add the names of [redacted] to the contract. They could get the sessions to replace the Minister when she cannot attend last minute. Financial Codes / Code financier — Amount / Montant 2044- 11050– 15-4010 — 3,400.00 The Currency of this Req. is - La devise de cette demande est : CAD	01 04 16	19203	HR	100.00	3,400.00		

Special Instructions - Instructions spéciales

Recommended by - Recommandé par

Signature — Date

PURSUANT TO SUBSECTION 32(1) OF THE *FINANCIAL ADMINISTRATION ACT*, FUNDS ARE AVAILABLE.
EN VERTU DU PARAGRAPHE 32(1) DE LA *LOI SUR LA GESTION DES FINANCES PUBLIQUES*, DES FONDS SONT DISPONIBLES.

Signature — Date

The Undersigned approves this requisition and certifies that the necessary approvals have been obtained and requests to acquire the goods and/or services described herein.
Je, soussigné, approuve la présente demande, certifie, que les approbations requises ont été obtenues et demande d'obtenir les biens et services décrits dans les présentes.

Signature — Date

Canada

Knowledge Circle
L'EXCELLENCE EN FORMATION LINGUISTIQUE
PROFESSIONAL • STRUCTURED • SUCCESSFUL LANGUAGE TRAINING

850-130, rue Slater Street, Ottawa (ON) K1P 6E2
☎: (613) 233-2112 · 🖷: (613) 233-5767
www.knowledgecircle.ca

FACTURE/INVOICE

Numéro/Number: 36148
Date: 6/30/2016
Date d'échéance : Paiement à récpeption
Due Date: Due Upon Receipt

Danielle Vaillancourt

284 Wellington, EMB-4147B
Ottawa, ON K1A 0H8

5002516578

Valeur du contrat/ Contract Value:	$3,400.00
Montant(s) facturé(s)/ Billed to Date:	$442.00
Solde restant/ Remaining Balance:	$2,958.00

Participant(e): Jody Wilson-Raybould
Contrat/Contract: 4500128356
Code financier/Financial Code: 0130-15-2044-11050

Programme	Description	Qty/Qte	Unit(e)	Total
F2H25B2STR09 Wilson-Raybould	Formation Linguistique/Second Language Training June 1 - 30, 2016	4	$34.00	$136.00

FEUILLE DE PRESENCE CI-JOINTE/TIMESHEET ATTACHED

Renseignement sur la facturation :
Pour toute question au sujet de cette facture ou du paiement par carte de crédit, communiquez avec Finance, (613) 233-2112, poste 304.

Invoicing Information:
For information on this invoice, or to pay by credit card, please contact Finance at (613) 233-2112, ext. 304.

Sous-total/ Sub-Total:	$136.00
Taxes :	$0.00
Total/ Grand Total:	$136.00

Commentaires/Comments: 'Timesheet Attached'

Conditions : Interêt de 2% par mois sera ajouté sur facture en souffrance.
Terms: Interest of 2% per month will be charged on overdue invoices.

TVH/HST: 87229 4905

VISA MasterCard

Knowledge Circle

L'EXCELLENCE EN FORMATION LINGUISTIQUE
PROFESSIONAL • STRUCTURED • SUCCESSFUL LANGUAGE TRAINING

FEUILLE DE PRÉSENCE/TIMESHEET

Nom/Name: Jody Wilson-Raybould
Organisation/Organization: Justice Canada
Date: 6/30/2016

Date	Time/Période	Programme	Code	Total
6/2/2016	AM	F2H25B2STR09	CAB	1
6/7/2016	AM	F2H25B2STR09	CAN	0
6/9/2016	AM	F2H25B2STR09	CAN	0
6/14/2016	AM	F2H25B2STR09	CAB	1
6/16/2016	AM	F2H25B2STR09	CAN	0
6/21/2016	AM	F2H25B2STR09	CAN	0
6/23/2016	AM	F2H25B2STR09	BILL	1
6/28/2016	AM	F2H25B2STR09	CAB	1
6/30/2016	AM	F2H25B2STR09	CAN	0

Date	Time/Période	Programme	Code	Total

CAN=Annulation non facturée/Cancel Non-Billable · CAB=Annulation facturée/Cancel Billable · CNC=Session offerte/Class Not Charged

Approuvé par/Approved by:

Sessions :	4
Heures/Hours:	4
SDLIF:	0
Total/Grand Total:	4

Department of Justice Canada / Ministère de la Justice Canada

HOSPITALITY CLAIM / DEMANDE DE REMBOURSEMENT DE DÉPENSES D'ACCUEIL

Function - L'évènement	Date of Function - Date de l'évènement (Y-A M D-J)	Place(s) of Function - Lieu(x) de l'évènement
GCWCC 2016 NCR Campaign Cabinet Mtg	2016 06 30	284 Wellington Street Ottawa, ON

Date	Type	Participants		Actual Cost - Coût réel		A
		Gov't of Canada Gouv. du Canada	Others Autres	Total Attendees Total des prticipants	Per Capita Cost Coût individuel	Total Cost Coût total
June 30	Refreshment	10	11	21	$1.60	$33.73
				Totals Totaux	$1.60	$33.73

Date	Type (Other than food & beverage) Type (Autres que nourriture et boissons)	Number of Items Nombre d'articles	Cost per Item Coût par article	B Total Cost Coût total	A+B Total Hospitality Cost Coût total de l'accueil
					$33.73

Remarks - Remarques

Agenda & List of Attendees attached

Justification for the event name: the name of the event should be "GCWCC 2016 NCR Campaign Cabinet meeting" and not GCWCC DM Stock Event when the THCEE was approved on June 29, 2016 by the CFO.

Payee Name - Nom du bénéficiaire						Vendor Code - Code fournisseur	
Corner Kitchen						102824	
Commitment No. N° d'engagement	Cost Center Centre de coût	Fund - Fonds	Functional Area Domaine fonctionnel	Order - Ordre	GL - Compte général (2015 / 2401)	Amount including Tax Montant incluant taxe	GST / HST TPS / TVH
300261271	12000	15	4010	502389	2402	33.73	3.88
Payee Name - Nom du bénéficiaire						Vendor Code - Code fournisseur	
Commitment No. N° d'engagement	Cost Center Centre de coût	Fund - Fonds	Functional Area Domaine fonctionnel	Order - Ordre	GL - Compte général (2015 / 2401)	Amount including Tax Montant incluant taxe	GST / HST TPS / TVH

Prepared by (*Type or print*) - Préparé par (*Dactylographier ou en caractères d'imprimerie*)	Tel. No. - N° de tél.	Date
Danielle Vaillancourt	960-1138	2016-07-13

Certified pursuant to Section 34 of the *Financial Administration Act*. / Certifié en vertu de l'article 34 de la *Loi sur la gestion des finances publiques*.

Title - Titre

Paul Roy, Director Business Centre, DM Cluster

Signature: [signature] Date: 15/07/2016

JUS 145-2 (2011/11)

s.19(1)

GOVERNMENT OF CANADA WORKPLACE CHARITABLE CAMPAIGN

CAMPAGNE DE CHARITÉ EN MILIEU DE TRAVAIL DU GOUVERNEMENT DU CANADA

GCWCC 2016 NCR Campaign Cabinet Meeting
Réunion du Cabinet de la CCMTGC 2016 de la RCN

June 30, 2016 / le 30 juin 2016
10:00 am to 12:00 pm / de 10 h à 12 h

Department of Justice Canada
284 Wellington Street, Boardroom 4140
Ministère de la Justice
284, rue Wellington. Salle de conférence 4140

10:00 am 10 h	Introduction of Youth Cabinet Members / Présentation des jeunes membres du Cabinet	William Pentney
10:05 am 10 h 05	Follow-up Items from May 24th Cabinet Meeting Suivis de la réunion du Cabinet du 24 mai	
10:15 am 10 h 15	Feedback of Take Stock Meeting June 17th/ Commentaires sur la rencontre de planification du 17 juin	All/ tous
10:20 am 10 h 20	2016 GCWCC NCR Strategies/ Les stratégies de 2016 de la CCMTGC/ RCN	
10:50 am 10 h 50	New GCWCC Reorganization / Nouvelle réorganisation de la CCMTGC GCWCC Secretariat / Secrétariat de la CCMTGC	
11:20 am 11 h 20	Review Calendar of Events (including Canada's 150) / Examen du calendrier des événements (incluant Canada 150)	All/ tous
11:40 am 11 h 40	Roundtable	All/ tous
11:50 am 11 h 50	In Camera Session [Federal Cabinet Members Only] Séance à huis clos [Pour les membres du cabinet fédéral seulement]	DM and ADMs

This campaign is managed by United Way/Centraide

Cette campagne est gérée par Centraide/United Way

www.gcwcc.org • www.ccmtgc.org

GOVERNMENT OF CANADA
WORKPLACE CHARITABLE
CAMPAIGN

CAMPAGNE DE CHARITÉ EN
MILIEU DE TRAVAIL
DU GOUVERNEMENT
DU CANADA

Upcoming Events / Activités à venir

GCWCC Seeing is Believing Tour/ Tournée Le voir, c'est le croire de la CCMTGC
August 19th 2016 (8:30am - 1:00pm) The Good Companions 670 Albert St. /
Le 19 août 2016 (8 h 30 à 13 h) Les bons compagnons 670, rue Albert

GCWCC Launch – September 7th, 2016 – Grounds of Rideau Hall /
Lancement de la CCMTGC – 7 septembre 2016 – Jardins de Rideau Hall

Next NCR Cabinet meeting / Prochaine réunion du cabinet de la RCN
August 30, 2016 (10:00 am - 12:00 pm) 284 Wellington Street room 4140 /
Le 30 août 2016 (10 h à 12 h) – 284, rue Wellington, Salle 4140

This campaign is managed by United Way/Centraide

Cette campagne est gérée par Centraide/United Way

www.gcwcc.org • www.ccmtgc.org

s.19(1)

LIST OF ATTENDEES FOR NCR CABINET MEETING – JUNE 30TH, 2016 AT 10:00 AM – 284 Wellington St.

Mr. W. Pentney / Chair	Mme Marie Lemay / Co-Chair
Shereen Benzvy Miller	Tasha Taylor / Co-chair (Youth Group)
Michelle Kovacevic	(GCWCC)
Frances McRae	(GCWCC)
Dan Danagher	(UWO)
Dan Couture	(UWO)
Elizabeth Tromp	(tentative)
(Centraide Outaouais)	(GCWCC)
	(PWGSC)
Greg White (Youth Group)	(GCWCC)
Pascale Elvas (Youth Group) (June 29 -declined)	(GCWCC)
Kim Tuson	(GCWCC)

Please send payment to address on this invoice only

CK

Q 12491

Place de Ville, 320 Queen Street (Mall Level)
Ottawa, Ontario K1R 5A3 Tel/Fax: (613) 594-8455
www.wecateroffices.com

COMPANY NAME:	DEL. DAY	DATE
Justice	Thur.	June 30/16
ADDRESS: 284 Wellington Centre Spark	DELIVERY TIME: 9:30	

CONTACT PERSON & PHONE NO:	GIVE INV. TO:	# OF PEOPLE
Paul St Germain		

	TOTAL	
613 952-3500		
3 pots C	29	85
Net 30 Days. Interest of 2% per month will apply to overdue accounts. SUB TOTAL	29	85
☐ Terms of payment ______ H.S.T.	3	88
Received ______ TOTAL	33	73
HST/GST #87179 2842 RT0001		

Customer assumes responsibility for equipment.

Section 1: Activity Information (Mandatory) / Information sur les activités (obligatoire)

Activity Number / Numéro de l'activité	Core or Non-Core / Essentielle ou non-essentielle	What? / Quoi ?	Why? / Pourquoi ?	Rationale for # of Participants / Raison pour le # de participants	Date From / De	Date To / À	Location / Emplacement (Venue, City / Lieu, ville)
1	Non-Core	GCWCC Dm Stock Event	DM is National Chair of GCWCC and it is required to fulfill is duty to hold this meeting, DM Take Stock Event. Hospitality is being offered because it is appropriate as a courtesy.	30 (Public servant Champions, Campaign Leaders and United Way account Managers)	June 30 2016	June 30 2016	Ottawa

Section 2: Travel / Voyage

Activity Number	# of Participants – Public Servant / Fonctionnaire	# of Participants – Non-Public Servant / Non-fonctionnaire	Name of Traveller / Nom du voyageur	Why not virtual presence? / Pourquoi ne pas utiliser la méthode virtuelle ?	Travel Category / Catégorie de voyage	Travel Type / Type de voyage	City / Ville – From / De	Mode of Transportation – Type / Catégorie	Mode of Transportation – Cost / Coût	Accommodation / Hébergement – Type / Catégorie	Accommodation – Cost / Coût	Meals / Repas – Cost / Coût	Incidentals and other costs – Cost / Coût	Rationale for Transportation and Accommodations chosen	Estimated Expenditures / Estimation des dépenses – Total
1															$0.00

Section 3: Hospitality / Accueil

Activity Number	Authorization for hospitality – Yes / Oui	Estimated # of activities	Maximum cost for all activities	# of Participants – Public Servant / Fonctionnaire	# of Participants – Non-Public Servant / Non-fonctionnaire	Host / Hôte – Name / Nom	Location / Emplacement – Facility / Installation	Location – Caterer / Exploitant	Exceptional Hospitality Components / Éléments d'accueil exceptionnel	Food, Beverages and Other / Aliments, boissons et autres – Type / Catégorie	Forecasted Expenditures – Cost per individual / Coût par individu	Forecasted Expenditures – Total Cost / Coût total
1				30	0	William F. Pentney Q.C.	Government facility / Installation gouvernementale			Refreshment / Rafraîchissement	$8.27	$248.10

Section 4: Conferences / Conférences; Section 5: Events - Other Expenditures / Événements - Autres dépenses; Section 6: Other Comments / Autres commentaires

Activity Number	# of Participants – Public Servant / Fonctionnaire	# of Participants – Non-Public Servant / Non-fonctionnaire	Speaking Checklist / Liste de vérification sur les allocutions	Forecasted Expenditures – Total Cost / Coût total	Type of Expenditure / Catégorie de dépense	Forecasted Expenditures – Total Cost / Coût total	Description
1							

Section 7: Summary / Sommaire

Activity Number	Total Forecasted Expenditures / Dépenses totales prévues	Funding / Financement – Expenses to be paid by / Dépenses à être payées par	Cost Centre / Centre de coût	Level of Approval Required / Niveau d'approbation requis	Approved at Decimal Approval level (Initials)	Contact / Ressource – Sector	Contact – Name / Nom	Contact – Phone / Téléphone
1	$248.10	Justice (JUS)	12000	CFO / DPF		DMO	Suzanne Desmarais	613-957-4998

Grand Total / Grand Total	$248.10

Section 8: Approvals / Approbations

Recommended by / Recommandé par : for [signature] — Financial Management Advisor or Regional Director of Finance / Conseiller en gestion financière ou Directeur régional des finances — Date: 29/06/2016

Recommended by / Recommandé par : [signature] — Director of Business Management / Directeur de la gestion des activités — Date: 29/06/2016

Expenditure Initiation Authority and Certified pursuant to Section 32 of the *Financial Administration Act* / Pouvoir d'engagement des dépenses et Certifié en vertu de l'Article 32 de la *Loi sur la gestion des finances publiques*

Name / Nom	Signature	Initials	Date
	[signature]		29.06.16
Marie-Josée Thivierge	[signature]		29-06-2016

(6)

s.19(1)

Department of Justice Canada / Ministère de la Justice Canada

PAYMENT VOUCHER / BORDEREAU DE PAIEMENT

Scanned Documents / Documents numérisés ☐
Final Payment / Paiement Final ☐
Original document kept in legal file / Document original conservé dans le dossier ☒

Region - Région: NCR	Organization - Organisation: Minister's Office	Vendor code - Code fournisseur : 100032
Payee name - Nom du bénéficiaire : Telus		
Address - Adresse : 1719004329		
Date goods received or services rendered - Date de réception des produits ou services:	Date invoice received / Date de réception de la facture: March 24, 2016	

CHEQUE STUB INFORMATION - INFORMATION SUR LE TALON DU CHÈQUE

Invoice number / Numéro de la facture	Details / Détails	Amount / Montant
Jul. 5, 2016	Electronic Mail & Network April 17, 2016	360.10

ACCOUNTING INFORMATION *(FOR ADDITIONAL LINES SEE PAGE 2)* - RENSEIGNEMENTS DE LA COMPTABILITÉ *(POUR DES LIGNES SUPPLÉMENTAIRES - VOIR PAGE 2)*

	GL Account / Compte général	Net Amount / Montant net	HST/GST / TVH/TPS	QST/ TVQ	Cost center / Centre de coût	Fund / Fonds	Functional Area / Domaine Fonctionnel	Order / Ordre	Assignment / Affectation	Description	Commitment PO / Engagement Bon de commande	Line Item / L. d'item
1	2571	355.62			11050	15	4010			Secure Phone Lines Apr. 17, 2016	300260326	01
2	~~6119~~	~~4.48~~	not being paid by Justice		11050	15	4010			Interest on Secure lines	Freebalance	01
3												

Sub-Total	$ 360.10	$ 0.00	$ 0.00
Sub-Total Tax Amount		$ 0.00	
TOTAL	$ 360.10		

The following boxes must be check by the verifier - Les cases suivantes doivent être cochée par le vérificateur

☐ Services Rendered/Goods Supplied / Services rendus/marchandises livrées
☐ Contract Terms Met / Rencontre les Termes du contrat
☐ Supporting documentation / Documentation à l'appui

Account Verified - Name / Compte Vérifié - Nom	Signature	Date Y-A M D-J
Prepared by - Name / Préparé par - Nom: J. Landry	Date Y-A 2016 M 07 D-J 06	G/R :

CERTIFIED PURSUANT TO SECTION 34 OF THE *FINANCIAL ADMINISTRATION ACT* - [redacted] LOI SUR LES FINANCES PUBLIQUES

Name - Nom	Signature	Date Y-A M D-J
[redacted]	[redacted]	

JUS 396-4 (2014/01)

Your TELUS bill

April 17, 2016

TELUS®

JODY WILSON RAYBOULD
Account number:

s.18(a)
s.19(1)

Account summary

turn over for details

Balance forward from your last bill		$224.16
New charges		
Home Phone	$105.62	
Other charges and credits	$254.48	
Total new charges		$360.10
Total due		**$584.26**

JTA0300352-0101845-27621-0002-0001-00-1

Did you forget your payment? The balance of $224.16 from your last bill is overdue and payable now. Please note that any payment received on or after the bill date of April 17, 2016 will be reflected on your next bill. If payment was already made, thank you.

Can we help?

Visit our self-serve website at: www.TELUS.com
Call us at: 310-2255 or toll free at 1 888 811-2323

Write to us at:
TELUS
PO Box 7575
Vancouver, BC
V6B 8N9

GST/HST# 812758878 QST# 1211642781

TELUS is a trade name of TELUS Communications Company

For payment options, see page 2.

Your account number	Bill date	Total if received by May 08, 2016
	Apr 17, 2016	$584.26

Payable on receipt

PTLCD01A E D 27621

J WILSON RAYBOULD

Amount you're paying

$

⑆31111⑈9001⑆ 96

000865

April 17, 2016
JODY WILSON RAYBOULD
Your Account

MIX Paper from responsible sources FSC® C004212

s.18(a)
s.19(1)

Previous charges and payments

Amount due on your last bill	$224.16
Payment received	$0.00

Balance forward from your last bill $224.16

Other charges and credits

Custom jack/TV outlet work or Cables and equipment Mar 19	$250.00
Late payment charge Apr 17	$4.48

Total other charges and credits.......................... $254.48

JTA0300352-0101846-27621

Home phone

Charges for

Regular charges (Apr 17 to May 16)

TELUS Home Phone includes Local Line, Call Display, Visual Call Waiting, Call Return, 3 Way Calling and Voice Mail	$40.00
Bundle Discount	-$5.00
Unlisted Directory Charge	Free
E9-1-1 Provincial Network Fee	$0.09

Total home phone regular charges $35.09

Payment options

- Online at telus.com/billing
- Online Banking: Select "TELUS Communications" from your financial institutions list of payee names.
- Telephone/PC Banking: contact your financial institution, allow 3 business days for bank processing
- Pre-authorized Credit Card or Bank Payments
- In person at most financial institutions, allow 3 business days for bank processing
- By mail with remittance. Allow 5 business days for payment to reach us.

Late Payment Charge and NSF Fee

Bills are due upon receipt. Late payment charges of 2% compounded monthly (26.82% per annum) will be applied if payment is not received by the date shown on the account statement. Items returned for insufficient funds are subject to a $25.00 administration charge.

TELUS service terms and conditions

You can find these in the White Pages Directory, in the section called "General Terms of Service" or online at **telus.com/serviceterms.**

Send your payment to:

TELUS
PO BOX 7575
VANCOUVER BC
V6B 8N9

April 17, 2016
JODY WILSON RAYBOULD
Your Account #

TELUS®

s.18(a)
s.19(1)

Long distance and usage charges

	# OF CALLS	MINS: SECS	COST ($)
Pay-per-minute Long Distance	2	7:00	$0.35

Total home phone long distance and usage charges $0.35
Total home phone charges for $35.44

Charges for

Regular charges (Apr 17 to May 16)

TELUS Home Phone	$40.00
includes Local Line, Call Display, Visual Call Waiting, Call Forwarding, 3 Way Calling and Voice Mail	
Bundle Discount	-$5.00
Unlisted Directory Charge	Free
E9-1-1 Provincial Network Fee	$0.09

Total home phone regular charges $35.09
Total home phone charges for $35.09

Charges for

Regular charges (Apr 17 to May 16)

TELUS Home Phone	$40.00
includes Local Line, Call Display, Visual Call Waiting, Call Return, Call Forwarding, 3 Way Calling and Voice Mail	
Bundle Discount	-$5.00
Unlisted Directory Charge	Free
E9-1-1 Provincial Network Fee	$0.09

Total home phone regular charges $35.09
Total home phone charges for $35.09

Total home phone charges $105.62

Call details for

TYPE OF CALL	DATE AND TIME OF CALL	NUMBER AND PLACE YOU CALLED	MINS:SECS	COST ($)
Pay-per-minute Long Distance				
Total			7:00	$0.35
Total calls for				$0.35

*Credit/CR includes an amount on account of GST/HST, QST, and PST (based on the taxes levied in the Province of supply).

Thank you for choosing TELUS.

⑆3111⑈900⑆ 96

JTA000352-0101647-27621-0002-0002-00-1

April 17, 2016
JODY WILSON RAYBOULD
Your Account

MIX
Paper from responsible sources
FSC® C004212

s.18(a)

s.19(1)

JTA0300352-0101848-27621

Department of Justice Canada | Ministère de la Justice Canada

PAYMENT VOUCHER | **BORDEREAU DE PAIEMENT**

Scanned Documents / Documents numérisés ☐
Final Payment / Paiement Final ☐
Original document kept in legal file / Document original conservé dans le dossier ☐

Region - Région: NCR
Organization - Organisation: DEPUTY MINISTER'S OFFICE
Copy sent to
Vendor code - Code fournisseur : 134710

Payee name - Nom du bénéficiaire : ARI Financial Services Inc
Sent to Finance 20, 07, 16
Processed in IFMS
Doc.#
Date 25-7-16
Address - Adresse :
Copy sent to CD03020
originale 26/7/16

Date goods received or services rendered - Date de réception des produits ou services:
Date invoice received / Date de réception de la facture: July 11, 2016

CHEQUE STUB INFORMATION - INFORMATION SUR LE TALON DU CHÈQUE

Invoice number Numéro de la facture	Details Détails	Amount Montant
MDXFQ6	Deputy Minister's Vehicle - Gasoline and Maintenance	306.99

ACCOUNTING INFORMATION *(FOR ADDITIONAL LINES SEE PAGE 2)* - **RENSEIGNEMENTS DE LA COMPTABILITÉ** *(POUR DES LIGNES SUPPLÉMENTAIRES - VOIR PAGE 2)*

	GL Account Compte général	Net Amount Montant net	HST/GST TVH/TPS	QST/ TVQ	Cost center Centre de coût	Fund Fonds	Functional Area Domaine Fonctionnel	Order Ordre	Assignment Affectation	Description	Commitment PO Engagement Bon de commande	Line Item L. d'item
1	4503	246.89	16.19	22.18	12000	15	4010			Gasoline	300258239	1
2	4503	6.40	0.83		12000	15	4010			Car Program Fee	300258239	2
3	4620	12.44	1.33	0.73	12000	15	4010			Repair & Maintenance	300258239	3
Sub-Total		$ 265.73	$ 18.35	$ 22.91								
Sub-Total Tax Amount			$ 41.26									
TOTAL		$ 306.99										

The following boxes must be check by the verifier - Les cases suivantes doivent être cochée par le vérificateur

☐ Services Rendered/Goods Supplied / Services rendus/marchandises livrées
☐ Contract Terms Met / Rencontre les Termes du contrat
☐ Supporting documentation / Documentation à l'appui

Account Verified - Name / Compte Vérifié - Nom	Signature	Date Y-A M D-J

Prepared by - Name / Préparé par - Nom	Date Y-A	M	D-J	G / R :
Sylvie Crispin	2016	07	12	

CERTIFIED PURSUANT TO SECTION 34 OF THE *FINANCIAL ADMINISTRATION ACT* - CERTIFIÉ EN VERTU DE L'ARTICLE 34 DE *LA LOI SUR LES FINANCES PUBLIQUES*

Name - Nom	Signature	Date Y-A M D-J
Paul Roy	[signature]	2016 07 20

JUS 396-4 (2014/01)

ORIGINAL

ARI FINANCIAL SERVICES INC.
SERVICES FINANCIERS ARI INC.
1270 CENTRAL PARKWAY WEST
SUITE 600
MISSISSAUGA, ONTARIO L5C4P4
TOLL FREE / SANS FRAIS (800) 361-5882
FAX / TELECOPIEUR: (905) 803-8644

Automotive Resources International
TEL: (905) 803-8000

MISC. INVOICE / FACTURE D'ENTRETIEN

RECEIVED JUL 11 2016

GST REG / TPS NO: #136025582RT
QST REG / TVQ NO: #1015619615

CLIENT CODE / NO DE CLIENT: 4G21-17
DUE DATE / DATE D'ECHEANCE: 07/31/16
INVOICE NO / NO DE FACTURE: MDXFQ6
INVOICE DATE / DATE DE LA FACTURE: 06/28/16

PAGE 0001

UNIT / UNITE	ITEM / ARTICLE	DATE	DESCRIPTION		AMOUNT / MONTANT
005 -339226	HST -CANADIAN TAX ACCT/	07/01/2016	JE- 2243043 HST CHG ON MTHLY SVC		.83
005 -339226	TMS&FUEL - SGT ESSENCE SPEC/	07/01/2016	JE- 2243043 MTHLY TMS - SGT CHRG		6.40
	GST= SUB-TOT=	6.40			
	HST= .83			SUB-TOTAL	7.23
005 -339226	GASOLINE/ESSENCE TYPE: UNLEAD	05/25/2016	PR: PQ VEND: CST CANA REF#: 94118	CC#: 60800005791	56.14
005 -339226	GST CHARGEBACKS/TPS	05/25/2016	GST- FUEL	CC#: 60800005791	2.81
005 -339226	QST/TAXE QC REMBOURSABLE	05/25/2016	QST- FUEL	CC#: 60800005791	5.60
005 -339226	GASOLINE/ESSENCE TYPE: UNLEAD	05/31/2016	PR: PQ VEND: SHELL CA REF#: 2056022287	CC#: 60800005791	41.02
005 -339226	GST CHARGEBACKS/TPS	05/31/2016	GST- FUEL	CC#: 60800005791	2.05
005 -339226	QST/TAXE QC REMBOURSABLE	05/31/2016	QST- FUEL	CC#: 60800005791	4.09
005 -339226	GASOLINE/ESSENCE TYPE: UNLEAD	06/07/2016	PR: ON VEND: CANADIAN REF#: 000668	CC#: 60800005791	48.06
005 -339226	MISC SERVICE/SERVICE DIVERS	06/07/2016	PR: ON VEND: CANADIAN REF#: 000668	CC#: 60800005791	7.49
005 -339226	HST -CANADIAN TAX ACCT/	06/07/2016	HST- FUEL	CC#: 60800005791	6.25
005 -339226	HST -CANADIAN TAX ACCT/	06/07/2016	HST- MAINT	CC#: 60800005791	.97
005 -339226	GASOLINE/ESSENCE TYPE: UNLEAD	06/13/2016	PR: PQ VEND: SHELL CA REF#: 2056026727	CC#: 60800005791	49.63
005 -339226	MISC SERVICE/SERVICE DIVERS	06/13/2016	PR: PQ VEND: SHELL CA REF#: 2056026727	CC#: 60800005791	7.30
005 -339226	GST CHARGEBACKS/TPS	06/13/2016	GST- FUEL	CC#: 60800005791	2.48
005 -339226	GST CHARGEBACKS/TPS	06/13/2016	GST- MAINT	CC#: 60800005791	.36
005 -339226	QST/TAXE QC REMBOURSABLE	06/13/2016	QST- FUEL	CC#: 60800005791	4.95
005 -339226	QST/TAXE QC REMBOURSABLE	06/13/2016	QST- MAINT	CC#: 60800005791	.73
005 -339226	GASOLINE/ESSENCE TYPE: UNLEAD	06/16/2016	PR: PQ VEND: PETRO CA REF#: 00713016	CC#: 60800005791	52.04
005 -339226	GST CHARGEBACKS/TPS	06/16/2016	GST- FUEL	CC#: 60800005791	2.60
005 -339226	QST/TAXE QC REMBOURSABLE	06/16/2016	QST- FUEL	CC#: 60800005791	5.19
	GST= 10.30 SUB-TOT=	261.68			
	HST= 7.22				
QST/TVQ:	TOTAL: 20.56 FUEL/ESSENCE:	19.83	DIESEL:	MAINT/ENTRETIEN .73 SUB-TOTAL	299.76
	GST= 10.30 SUB-TOT=	268.08			
	HST= 8.05				
QST/TVQ:	TOTAL: 20.56 FUEL/ESSENCE:	19.83	DIESEL:	MAINT/ENTRETIEN .73	
				VEHICLE TOTAL ******	306.99
	339226 CC # 6080000579176785				
	GST= 10.30 SUB-TOT=	268.08			
	HST= 8.05				
QST/TVQ:	TOTAL: 20.56 FUEL/ESSENCE:	19.83	DIESEL:	MAINT/ENTRETIEN .73	
				PLEASE PAY THIS TOTAL >	306.99

MAIL TO / POSTER A:
DEPT OF JUSTICE
ATTN: SYLVIE CRISPIN
284 WELLINGTON ST, EMB-4143A
OTTAWA ON K1A 0H8

REMIT TO / REMETTRE A:
ARI FINANCIAL SERVICES T46163
P O BOX 46163
POSTAL STATION A
TORONTO ON M5W4K9

PBN:136025582PG0002

000870

* DATE REPRESENTS PURCHASE DATE OR DATE PAID BY ARI / DATE REPRESENTANT DATE D'ACHAT OU DATE DE PAIEMENT PAR ARI

CF02 (07/07) 993 UNKNOWN 9A

ORIGINAL

ARI FINANCIAL SERVICES INC.
SERVICES FINANCIERS ARI INC.
1270 CENTRAL PARKWAY WEST
SUITE 600
MISSISSAUGA, ONTARIO L5C4P4
Automotive Resources International
TEL: (905) 803-8000
TOLL FREE / SANS FRAIS (800) 361-5882
FAX / TELECOPIEUR: (905) 803-8644

MISC. INVOICE / FACTURE D'ENTRETIEN

GST REG / TPS NO: #136025582RT
QST REG / TVQ NO: #1015619615

CLIENT CODE / NO DE CLIENT:	4G21-17	INVOICE NO / NO DE FACTURE:	MDXFQ6
DUE DATE / DATE D'ECHEANCE:	07/31/16	INVOICE DATE / DATE DE LA FACTURE:	06/28/16

SUMMARY PAGE TOTAL FOR SUB DIVISION 005

TAXES	38.91		
GST CHARGEBACKS/TPS	10.30	HST -CANADIAN TAX ACCT/	8.05
QST-MAINT/ENTRETIEN	20.56		
PROGRAM FEES	6.40		
TMS&FUEL - SGT ESSENCE SPEC/	6.40		
FUEL	246.89		
GASOLINE/ESSENCE	246.89		
REPAIR & MAINTENANCE	14.79		
MISC SERVICE/SERVICE DIVERS	14.79		

SUMMARY TOTAL: 306.99

MAIL TO / POSTER A:
DEPT OF JUSTICE
ATTN: SYLVIE CRISPIN
284 WELLINGTON ST, EMB-4143A
OTTAWA ON K1A 0H8

REMIT TO / REMETTRE A:
ARI FINANCIAL SERVICES T46163
P O BOX 46163
POSTAL STATION A
TORONTO ON M5W4K9

PBN:136025582PG0002

* DATE REPRESENTS PURCHASE DATE OR DATE PAID BY ARI / DATE REPRÉSENTANT DATE D'ACHAT OU DATE DE PAIEMENT PAR ARI

993 UNKNOWN 9A

CF00 (07/07)

O R I G I N A L

ARI FINANCIAL SERVICES INC.
SERVICES FINANCIERS ARI INC.
1270 CENTRAL PARKWAY WEST
SUITE 600
MISSISSAUGA, ONTARIO L5C4P4
Automotive Resources International
TEL: (905) 803-8000
TOLL FREE / SANS FRAIS (800) 361-5882
FAX / TELECOPIEUR: (905) 803-8644

MISC. INVOICE / FACTURE D'ENTRETIEN

GST REG / TPS NO: #136025582RT
QST REG / TVQ NO: #1015619615

CLIENT CODE / NO DE CLIENT:	4G21-	INVOICE NO / NO DE FACTURE:	MDXFQ6
DUE DATE / DATE D'ECHEANCE:	07/31/16	INVOICE DATE / DATE DE LA FACTURE:	06/28/16

SUMMARY PAGE TOTAL FOR CLIENT 4G21

TAXES	72.81		
GST CHARGEBACKS/TPS	10.30	HST -CANADIAN TAX ACCT/	41.95
QST-FUEL/ESSENCE	19.83	QST-MAINT/ENTRETIEN	.73
PROGRAM FEES	12.80		
TMS&FUEL - SGT ESSENCE SPEC/	12.80		
FUEL	454.79		
GASOLINE/ESSENCE	454.79		
REPAIR & MAINTENANCE	61.25		
MISC SERVICE/SERVICE DIVERS	61.25		

SUMMARY TOTAL: 601.65

MAIL TO / POSTER A:
DEPT OF JUSTICE
ATTN: SYLVIE CRISPIN
284 WELLINGTON ST, EMB-4143A
OTTAWA ON K1A 0H8

REMIT TO / REMETTRE A:
ARI FINANCIAL SERVICES T46163
P O BOX 46163
POSTAL STATION A
TORONTO ON M5W4K9

PBN:136025582PG0002

* DATE REPRESENTS PURCHASE DATE REPRÉSENTANT DATE D'ACHAT
DATE OR DATE PAID BY ARI / OU DATE DE PAIEMENT PAR ARI

993 UNKNOWN 9A

s.18(a)

19420 ①

Ultramar

?3 St-René o. TPS: 63586013?
Gatineau TVQ: 12199272?
Qc J8P 2V7
DATE: 2016-05-25 HEURE: 17:41
No STATN: 03227 No TRANS.: 35760?

No PLAQUE: ________

CARBURANT	(L)	($/L)	($)
Distr. 4			
Ordinaire	64.940	1.019	66.17#

Taxes sur 64.940 Litres de Carb. Ordinaire
TPS: 5.000% = $2.88
TVQ: 9.975% = $5.74
Total des taxes: = $8.62

#TAXES INCLUSES *TAXES EXCLUES

TOTAL $ 6? .17
Achat ARI 66.17

Achat
ARI G
TERMID: 03227BE1
NO MARCHAND: 20322745704
No FACTURE: 00004054
REF: 550001001034
ACI/ISO 001/00
APPROUVÉE 174112

Notre mission:
Combler plus de clients chaque jour

Donner, c'est un jeu d'enfant!
Faites un don à la Fondation Dépanneur Du Coin pour venir en aide aux enfants de notre communauté.

173739

18822 ②

SHELL
** **
620 MALONEY OUEST
GATINEAU, QC
J8T 8K7 TEL: 819-243-3353

Pompe Description	Qté	Montant
Bronze N°3		
48.867 L @ 1,079$/ L		52,73$

Total partiel	52,7?
Montant TPS Taxable	0,00$
TPS Taxe	0,00$
Montant TVP Taxable	0,00$
TVP Taxe	0,00$
Total	**52,73$**
ART CANADA:	52,7?
Monnaie	0,00

00 APPROUVÉE - MERCI 001

ART CANADA
TERMINAL N° 8920560
ACHAT
FACT N° 2056022207

COMPT KIL N° 19822

X ________________ 375825

Le titulaire versera ce montant à l'émetteur conformément au contrat adhérent

IMPORTANT
Conserver cette copie pour vos dossiers

CARBURANT INCLUS	TPS	2,29
CARBURANT INCLUS	TVP	4,57

TPS - Carburant - N° 625827686 R
TVP - Carburant - N° 4018058125 T

VOTRE OPINION COMPTE
... votre récente visite a une station Shell à www.shell.ca/opinion pour courir la chance de gagner une carte-cadeau Shell de 500$
*Un reçu est requis

MERCI
Questions? 1 800 ...

s.18(a)

20222 (3)

Canadian Tire #1335
2201 Greenbank Rd.
Nepean, Ontario
K2J 4Y6
613-825-2766

2016-06-07 06:06:53 TRANS #: 056419
HST: R100773019
Paypoint : 01K

FUEL	(L)	($/L)	($)
Pump 2			
Regular	52.022	1.069	55.61

PRODUCT	QTY	PRICE	AMOUNT
CW Bas W/Gas	1	7.49	7.49
	HST	13.000 %	0.97

HST INCLUDED IN FUEL $ 6.40

TOTAL $ 64.07

ARIGOV [redacted] S

TERMID: 1335P001
INVOICE NO: 000668
APPROVED 308387

Become a Member of the My Canadian Tire 'Money' program today at www.canadiantire.ca. Collect e-CT 'Money' to redeem at Canadian Tire.

THANK YOU FROM
CT STATION # 1335
TELL US HOW WE DID
AND WIN $1000 DAILYY
@ TELLCDNTIREGAS.COM
OR 1-888-431-5596

-- IMPORTANT --

Retain This Copy For Your Records

--- Customer's Copy ---

20743 (4)

SHELL
** **
620 MALONEY OUEST
GATINEAU, QC
J8T 8K7 TEL: 819-243-3353

Taxe	Description	Qté	Montant
FP	Bronze N°3		
	61.452 L @ 1,039$/ L		63,85$
FP	LAV EXPRESS AVEC ESS	1	7,99$

Total partiel 71,84$
Montant TPS Taxable 7,99$
TPS Taxe 0,40$
Montant TVP Taxable 7,99$
TVP Taxe 0,80$

Total 73,04$
ARI CANADA: 73,04$
Monnaie 0,00$

00 APPROUVÉE - MERCI 001

ARI CANADA [redacted]
TERMINAL N° 89205602
ACHAT S
FACT N° 2356026727

COMPT KIL N° 20422

X__________ 377935

Le Titulaire versera ce montant à l'émetteur conformément au contrat adhérent.

IMPORTANT
conserver cette copie pour vos dossiers

CARBURANT INCLUS TPS 2,78$
CARBURANT INCLUS TVP 5,54$

TPS - Carburant N° 825827686 RT
TVP - Carburant N° [illegible]
une carte-cadeau Shell de 500$
*Un reçu est [illegible]

MERCI
Questions? 1-800-661-1600

Poste	Tran	Magasin	Opér	2016/06/13
2	254363C20560		CAI	06:04:36

21268 (5)

PETRO-CANADA
395 MONTE PAIEMENT
GATINEAU
Quebec J8P 6M7

TPS: 857418362 (819) 561-7007
TVQ: 1212033886
2016-06-16 PC0946316:1306901 19:44
TERMINAL: 061306901 OPER: A
PAYPOINT: 061306901

CARBURANT	(L)	($/L)	($)
Distr. 6			
Ordinaire	61.157	1.019	62.32*
Total dû			62.32

TOTAL PAYÉ CARTE DE CRÉDIT $ 62.32

*TAXES INCL. #TAXES EXCL.

TOTAL TPS $ 2.71
TOTAL TVQ $ 5.41

ARI CANADA
FACTURE 713016 AUTOR. 425365
Achat

00 APPROUVÉE - MERCI

-- IMPORTANT --
Conserver cette copie pour vos dossiers

COPIE DU CLIENT

Sondage Points bonis et essence a GAGNER petro-canada.ca/hero

10617

Government of Canada
Privy Council Office

Gouvernement du Canada
Bureau du Conseil privé

JUL 2 6 2016
RECEIVED

INVOICE / FACTURE

INVOICE No./ N° DE FACTURE:	1800000167
Date:	Jul 18, 2016
Department number - Numéro de département	13
IS organization code - Code d'organisation du RI	013012000401015
Reference document number - No. De Reference	300260601

JUSTICE CANADA
EMB - ROOM 1310
284 WELLINGTON STREET
OTTAWA ON K1A 0H8
CANADA

ORIGINATOR / EXPÉDITEUR

Finance and Corporate Planning Division
Privy Council Office
80 Wellington Street
Ottawa ON K1A 0A3
Canada

FIS DEPARTMENTS

Please forward this invoice to your financial services. Payment for this invoice has been processed through the Standard Payment System (IS).

MINISTÈRE SIFS

Veuillez transmettre cette facture à vos services financiers. Le paiement de cette facture a été traité au Système normalisé des paiements (RI).

FIS INITIATED TRANSACTION

TRANSACTION SIF AMORCÉE

Date of Service / Date du service	Particulars of Services / Détails des services	Amount / Montant
2016/2017	DEPUTY MINISTER FUNCTIONS 1TH QUARTER BILLING 2016-2017 PENTNEY, BILL	30.20

For further information, please contact
Pour plus de renseignements communiquer avec
MÉLODIE BRISEBOIS 613-952-4975

B110-5610-36906-4825--I

Currency / Fonds: CAD
TOTAL: 30.20

Canada

Deputy Minister's functions for the period of April 1st to June 30, 2016

Department: *Justice Canada*

Participant: Pentney, Bill

Events	Dates	Amounts
Deputy Minister's Breakfast	13-Apr-16	$ 6.19
Deputy Minister's Breakfast	04-May-16	$ 7.00
Deputy Minister's Breakfast	11-May-16	$ 11.03
Deputy Minister's Breakfast	18-May-16	$ 5.98
Deputy Minister's Breakfast	**Total**	**$ 30.20**
Coordinating Committee of Deputy Ministers		$ -
Coordinating Committee of Deputy Ministers	**Total**	**$ -**
Committee of Senior Officials		$ -
Committee of Senior Officials	**Total**	**$ -**
Deputy Ministers' Retreat		$ -
Deputy Ministers' Retreat	**Total**	**$ -**
	Grand total	**$ 30.20**

18 _ 167

1719007698

Department of Justice Canada
Ministère de la Justice Canada

CCM #: 2016-018610

APPROVAL SLIP

HOSPITALITY CLAIM

For approval by:	**Assistant Deputy Minister / Chief Financial Officer**
Event:	Meet and Greet Meeting - Indigenous Youth Summer Students
Host:	William Pentney
Sector:	Deputy Minister's Office
Hospitality Amount:	45.69 $
Event Amount:	45.69 $
Vendor/Claimant:	Corner Kitchen
Date(s) of the Event:	July 25, 2016

RECOMMENDATION FOR: **Assistant Deputy Minister / Chief Financial Officer**

Your approval under Section 34 of the *Financial Administration Act* is required for this event.

William Pentney Attended

CONSIDERATIONS:

1. The actual per capita costs for the refreshments are below the TBS standard costs per person.
2. The honourable Jody Wilson-Raybould, Minister, approved the expenditure initiation and Section 32 of the *FAA* on the THCEE.

RECOMMENDED BY:	SIGNATURE	DATE
Carla Garcia *Chief, Accounting Operations and Client Services*	[signature]	Aug 30 '16
Michelle Fortin *Director, Accounting Operations*	[signature]	06/09/16

Department of Justice Canada / Ministère de la Justice Canada

Fiscal Year / Année financière: 2016-2017

HOSPITALITY CLAIM PAYMENT VOUCHER / BORDEREAU DE PAIEMENT POUR UNE DEMANDE DE REMBOURSEMENT POUR DÉPENSES D'ACCUEIL

For approval by / Pour approbation par	
Event / Événement	Meet and Greet meeting - Indigenous Youth Summer Students
Sector / Secteur	Deputy Minister's Office
Host / Hôte	Deputty Minister
Event location(s) / Lieu(x) de l'événement	EMB-4140
Date(s) of the event / Date(s) de l'événement	July 25, 2016

Vendor(s) name / Nom du (des) fournisseur(s)	102824
Total hospitality cost / Coût total de l'accueil	$ 45.69
Other costs / Autres coûts	$ -
Total cost of the event / Coût total de l'événement	$ 45.69

	MEALS / REPAS	NUMBER OF PARTICIPANTS / NOMBRE DE PARTICIPANTS				TBS LIMITS / LIMITES DU SCT		COST / COÛT PER CAPITA	TOTAL COST / COÛT TOTAL (incl. taxes & gratuities / incl. taxes et pourboire)	
		Approved / Autorisé		Actual / Réel						
Date	Item Detail / Élément détaillé Please detail the refreshment (ex: coffee, tea, muffins, etc.) / Veuillez détailler les rafraîchissement (ex: café, thé, biscuits, etc.)	Public servant(s) Fonctionnaire(s)	Non-public servant(s) / Non fonctionnaire(s)	Public servant(s) Fonctionnaire(s)	Non-public servant(s) / Non fonctionnaire(s)	Average Moyenne	Maximum	Actual Réel	Approved Autorisé	Actual Réel
25/07/2016	Café, Muffins, Biscuits, Thé	10		10		4.57	6.86	4.57	45.69	45.69
							-	-		
							-	-		
							-	-		
							-	-		
							-	-		
							-	-		
							-	-		
							-	-		
							-	-		
							-	-		

Due to the formatting of some of the cells, the amounts are rounded to the second decimal.
Compte tenu du formatage, les montants sont arrondis à la deuxième décimale.

	Approved	Actual
Total hospitality cost / Coût total de l'accueil		45.69
Other costs / Autres coûts	-	-
Total cost of the event / Coût total de l'événement	-	45.69

Comments / Commentaires

Prepared by / Préparé par
Sylvie Crispin — Signature: S. Crispin — Date (D-J / M / Y-A): 23/08/2016
Name (type or print) / Nom (lettres moulées ou caractères d'imprimerie)

Account verified by Finance / Compte vérifié par Finances
Samantha Allard — Signature: Samantha Allard — Date (D-J / M / Y-A): 25/08/2016
Name (type or print) / Nom (lettres moulées ou caractères d'imprimerie)

Department of Justice Canada / Ministère de la Justice Canada

Fiscal Year / Année financière: 2016-2017

HOSPITALITY CLAIM PAYMENT VOUCHER / BORDEREAU DE PAIEMENT POUR UNE DEMANDE DE REMBOURSEMENT POUR DÉPENSES D'ACCUEIL

Event / Événement	Meet and Greet Meeting - Indigenous Youth Summer Students	Total hospitality cost / Coût total de l'accueil	$ 45.69
Host / Hôte	Deputty Minister	Other costs / Autres coûts	$ -
Date(s) of the event / Date(s) de l'événement	July 25, 2016	Total cost of the event / Coût total de l'événement	$ 45.69

Vendor Code / Code fournisseur: 102824
Payee Name / Nom du bénéficiaire: Corner Kitchen
Invoice Number / Numéro de facture: Q12499
Invoice Date / Date de la facture: July 25, 2016

GL Account Compte de GL	Net Amount Montant net	HST/GST TVH/TPS	QST TVQ	Cost Center Centre de coûts	Fund Fonds	Functional Area Domaine fonctionnel	Order Ordre	Assignment Affectation	Description	Commitment / PO Engagement / B.C.	Line Item L. d'item
2401	$ 40.43	$ 5.26		12000	15	4010				300260471	1

Sub-total / Sous-total: $ 40.43 | $ 5.26 | $ -
Sub-total taxes / Sous-total taxes: $ 5.26
Total: $ 45.69

Vendor Code / Code fournisseur:
Payee Name / Nom du bénéficiaire:
Invoice Number / Numéro de facture:
Invoice Date / Date de la facture:

GL Account Compte de GL	Net Amount Montant net	HST/GST TVH/TPS	QST TVQ	Cost Center Centre de coûts	Fund Fonds	Functional Area Domaine fonctionnel	Order Ordre	Assignment Affectation	Description	Commitment / PO Engagement / B.C.	Line Item L. d'item

Sub-total / Sous-total: $ - | $ - | $ -
Sub-total taxes / Sous-total taxes: $ -
Total: $ -

Vendor Code / Code fournisseur:
Payee Name / Nom du bénéficiaire:
Invoice Number / Numéro de facture:
Invoice Date / Date de la facture:

GL Account Compte de GL	Net Amount Montant net	HST/GST TVH/TPS	QST TVQ	Cost Center Centre de coûts	Fund Fonds	Functional Area Domaine fonctionnel	Order Ordre	Assignment Affectation	Description	Commitment / PO Engagement / B.C.	Line Item L. d'item

Sub-total / Sous-total: $ - | $ - | $ -
Sub-total taxes / Sous-total taxes: $ -
Total: $ -

Certified pursuant to Section 34 of the *FAA* / Certifié en vertu de l'article 34 de la *LGF*

JOHANNE BERNARD
Name (type or print) / Nom (lettres moulées ou caractères d'imprimerie)

Signature: [signature]

Sept. 6, 2016
Date (D-J/M/Y-A)

Copy From. Q 12499

Please send payment to address on this invoice only

CK

Q 12545

Place de Ville, 320 Queen Street (Mall Level)
Ottawa, Ontario K1R A3 **Tel/Fax: (613) 594-8455**
www.wecateroffices.com

COMPANY NAME: Justice	DEL. DAY Mon	DATE Jul/25/16
ADDRESS: 284 Wellington	DELIVERY TIME	
CONTACT PERSON & PHONE NO: Paul 952-3500	GIVE INV. TO:	# OF PEOPLE

	TOTAL	
1 1/2 Poise	14	93
5 muffins	8	25
5 cookies	11	25
5 tea	6	00
Net 30 Days. Interest of 2% per month will apply to overdue accounts. SUB TOTAL	40	43
☐ Terms of payment ______ H.S.T.	5	26
Received ______ TOTAL	45	69
HST/GST #87179 2842 RT0001		

Customer assumes responsibility for equipment.

s.19(1)

Crispin, Sylvie

From: Sheridan, Kathleen
Sent: August 3, 2016 4:47 PM
To: Vaillancourt, Danielle; Crispin, Sylvie
Subject: Hospitality Request- July 25

Danielle,
Sylvie,

Please find below the list of attendees for the Meet and Greet meeting the DM 1 had with the Indigenous Youth Summer Students:

[redacted] 2
[redacted] 3
[redacted] 4
[redacted] 5
[redacted] 6
[redacted] 7
[redacted] 8
[redacted] 9

The meeting took place in EMB 4140 on Monday, July 25 from 2:00pm to 3:00pm. Mr. Legault 10 was also in attendance. There was no agenda.

Merci.

Kathleen

Kathleen Sheridan

Scheduling Assistant to the Deputy Minister | Adjointe à l'agenda du sous-ministre
Department of Justice | Ministère de la Justice
284 Wellington Street, Room 4117 | 284, rue Wellington, pièce 4117
Ottawa, Ontario K1A 0H8

Tel | tél : 613 957-4998

#	Section 1: Activity Information (Mandatory) / Information sur les activités (obligatoire)													Section 3: Hospitality /					Section 4. Conferences / Conferences			Section 5: Events - Other		Section 6: Summary / Sommaire						
#	What? / Quoi?	Why? (explain why it is required) / Pourquoi? (expliquer la nécessité)	Rationale for # of Participants / Rationale pour # de participants	Date From / De	Date To / À	Location / Emplacement (Venue, City / Lieu, ville)	# of Participants / Nombre de participants: Public Servant / Fonctionnaire	# of Participants / Nombre de participants: Non-Public Servant / Non-fonctionnaire	Why not virtual presence? / Pourquoi ne pas utiliser la méthode virtuelle?	Travel Category / Catégorie de voyage	Travel Type / Type de voyage	Estimated Expenditures / Estimation des dépenses: Total	Hospitality: Yes / Oui, No / Non	Estimated # of participants	Maximum Cost for all Attendees	Forecasted Expenditures / Dépenses prévues: Cost per Individual / Coût par individu	Total Cost / Coût total	# of Participants / Nombre de participants: Public Servant / Fonctionnaire	Non-Public Servant / Non-fonctionnaire	Forecasted Expenditures / Dépenses prévues: Total Cost / Coût total	Type of Expenditure / Catégorie de dépenses	Forecasted Expenditures / Dépenses prévues: Total Cost / Coût total	Total Forecasted Expenditures / Dépenses prévues total	Amount reflected / approved ou refusé	Contact / Ressource: Name / Nom	Phone # / # de téléphone	Sector / Secteur	Core or Non-Core / Essentielles ou non-essentielles	Why submitted to MIN?
Q1-MIN-5	Town Hall Meetings in HQ	Communication strategy by the DM and Associate DM. To address and receive feedback from employees on JUS. (1 day)	All NCR employees will be invited, and an estimated 200 will come.	Q1	Q1	Ottawa, ON	-	-	-	-	-	-	No / Non	-	-	8.00	1,600	-	Refreshment / Rafraîchissement	-	-	-	1,600.00		Michèle Gagnon	613-954-6810	Change Management	Non-Core	MIN - DM, CFO and Level 2 attending and event >$5K
Q1-MIN-6	Town Hall Meetings in HQ	Communication strategy by the DM and Associate DM. To address and receive feedback from employees on JUS. (1 day)	All NCR employees will be invited, and an estimated 200 will come.	Q1	Q4	Ottawa, ON	-	-	-	-	-	-	No / Non	-	-	8.00	1,600	-	Refreshment / Rafraîchissement	-	-	-	1,600.00		Michèle Gagnon	613-954-6810	Change Management	Non-Core	MIN - DM, CFO and Level 2 attending and event >$5K
Q1-MIN-7	Hospitality throughout FY 2016-2017 for various events/ meetings hosted by the DM	To cover hospitality events such as the Holiday pancake breakfast, welcoming DMs from other departments and other events.	The number of attendees could go up to 200 if an event is done in NCR for all JUS employees.	Q1	Q4	Ottawa, ON	-	-	-	-	-	-	Yes / Oui	up to 20	5,500	Blanket hospitality, each hospitality will be within TBS directive.	5,500	-	Other / Autres	-	-	-	5,500.00		Suzanne Désormeaux	613-957-4938	DMO	Non-Core	MIN - Hospitality >$5K
Q1-MIN-8	Departmental Audit Committee (DAC) Meeting - April 2016	The Department is required to have a DAC which includes a majority of external members. The DAC is required to meet a minimum number of times per year in person. Two of the members live outside of Ottawa: one resides in Orillia, ON and the other in Montréal, QC. (2 travellers, 10 participants for hospitality)	All members are expected to attend the DAC meeting in person. The DAC is composed of 3 external members, the DM and the Associate DM. The Chief Audit Executive (CAE) and the Chief Financial Officer (CFO) are also required by policy to attend all DAC meetings. 3 other people from Internal Audit Services also attend all DAC meetings: the 2 Directors and the DAC Secretariat representative. The only travellers are two external members.	April-01-16	April-02-16	Ottawa, ON	-	1	A minimum number of in person meetings are required under the Treasury Board Directive.	Internal governance / Gouvernance interne	National Travel / Voyage national	1,580	No / Non	-	-	22.00	220	-	Lunch / Déjeuner	-	-	-	1,800.00		Jane Newcombe	613-404-6341	Internal Audit	Non-Core	MIN - DM and CFO attending

#	Section 1: Activity Information (Mandatory) / Information sur les activités (obligatoire) — What? / Quoi ? (Name or brief description)	Why? (explain why it is required) / Pourquoi ? (expliquer la nécessité) — Purpose (objectives) of Activity	Rationale for # of Participants / Rationale pour # de participants	Date — From / De	Date — To / À	Location / Emplacement (Venue, City)	Section 2: Travel / Voyage — # of Participants / Nombre de participants: Public Servant / Fonctionnaire	Non-Public Servant / Non-fonctionnaire	Why not virtual presence? / Pourquoi ne pas utiliser la méthode virtuelle ?	Travel Category / Catégorie de voyage	Travel Type / Type de voyage	Estimated Expenditures / Estimation des dépenses — Total	Blanket Travel Authority and Annual Authority to Extend Hospitality / Autorisation générale de voyager et Autorisation annuelle pour des activités d'accueil (BTA and AAEH / AGV et AAAA) — Yes / Oui No / Non	Estimated # of activities	Maximum Cost for all activities	Section 3: Hospitality / Forecasted Expenditures / Dépenses prévues — Cost per individual / Coût par individu	Total Cost / Coût total	Section 4: Conferences / Conférences — # of Participants / Nombre de participants: Public Servant / Fonctionnaire	Non-Public Servant / Non-fonctionnaire	Forecasted Expenditures / Dépenses prévues — Total Cost / Coût total	Section 5: Events - Other — Type of Expenditure / Catégorie de dépenses	Forecasted Expenditures / Dépenses prévues — Total Cost / Coût total	Section 6: Summary / Sommaire — Total Forecasted Expenditures / Dépenses prévues total	Approved or Declined / Approuvé ou refusé (Initials)	Contact / Ressource — Name / Nom	Phone # / # de téléphone	Sector / Secteur	Core or Non-Core / Essentielles ou non-essentielles	Why submitted to MIN?
Q1-MIN-13	Management Information Session (4 events /year)	Management Information Sessions provide a forum for the DM and his Direct Reports to engage and share strategic information with members of JUS EX and LC communities. This also gives departmental leaders the opportunity to make informative presentations to their colleagues. There are up to four of these sessions per fiscal year, one per quarter. (1-2 day each)	All NCR and regional departmental LCs and EXs participate, for a total of 292 participants (regions via webcast).	Q1	Q4	Ottawa, ON	-	-	-	-	-	-	No / Non	-			-	-	-	-	Room rental, audio visual costs and interpretation services.	32,000	32,000.00		Karen Bron	613-907-3731	MNG	Non-Core	MIN - Event >$25K
Q1-MIN-14	National Awards Ceremony	Annual departmental event supported and attended by the DM. (1 day)	Number of participants based on the number of awards given and attendees supporting recipients and the event. The estimated amount of participants is 315, based on last year's attendance.	Q1	Q3	Ottawa, ON	-	-	-	-	-	-	No / Non	-	-	16.55	5,213	-	Lunch / Déjeuner	-	Photographer, room and equipment rentals, etc.	1,695	6,908.25		Mary Lynn Courtney	613-946-7475	MNG	Non-Core	MIN - Hospitality >$5K and DM attending
Q1-MIN-15	National Servant Public Week	Picnic and open house held by the DM team. (1 day)	All employees of JUS in the NCR will be invited. The estimated amount of participants is 500, based on last year's attendance.	Q1	Q1	Ottawa, ON	-	-	-	-	-	-	No / Non	-	-	2.50	1,250	-	Lunch / Déjeuner	-	Table rental, tablecloths, etc.	3,000	4,250.00		Carole Rice	613-293-2749	MNG	Non-Core	MIN - DM and CFO attending

GRAND TOTAL $168,958.25

Section 8: Approvals / Approbations

Expenditure Initiation Authority and Certified pursuant to Section 32 of the *Financial Administration Act* /
Pouvoir d'engagement des dépenses et Certifié en vertu de l'Article 32 de la *Loi sur la gestion des finances publiques*

Hon. Jody Wilson-Raybould / Minister | Initials | Date: March 9/16

Department of Justice Canada | Ministère de la Justice Canada

PAYMENT VOUCHER — BORDEREAU DE PAIEMENT

Scanned Documents / Documents numérisés ☐
Final Payment / Paiement Final ☐
Original document kept in legal file / Document original conservé dans le dossier ☐

Region - Région:	Organization - Organisation:	Vendor code - Code fournisseur :
NCR	Deputy Minister Office's	106171

Payee name - Nom du bénéficiaire : PCO

Address - Adresse :

Date goods received or services rendered - Date de réception des produits ou services:

Date invoice received / Date de réception de la facture: July 26, 2016

CHEQUE STUB INFORMATION - INFORMATION SUR LE TALON DU CHÈQUE

Invoice number Numéro de la facture	Details Détails	Amount Montant
1800000167	Deputy Minister Functions 1th Quarter Billing 2016-2017	30.20
	Deputy Minister's Breakfast April 13 ($6.19), May 4 ($7.00) -11 ($11.03) - 18 ($5.98), 2016	

ACCOUNTING INFORMATION *(FOR ADDITIONAL LINES SEE PAGE 2)* - RENSEIGNEMENTS DE LA COMPTABILITÉ *(POUR DES LIGNES SUPPLÉMENTAIRES - VOIR PAGE 2)*

	GL Account Compte général	Net Amount Montant net	HST/GST TVH/TPS	QST/ TVQ	Cost center Centre de coût	Fund Fonds	Functional Area Domaine Fonctionnel	Order Ordre	Assignment Affectation	Description	Commitment PO Engagement Bon de commande	Line Item L. d'item
1	2401	30.20			12000	15	4010			Deputy Minister Function 1th Quater Billing 2016-2017 (April 13, May 4-11-18, 2016))	300260601	1
2												
3												

	Amount
Sub-Total	$ 30.20 / $ 0.00 / $ 0.00
Sub-Total Tax Amount	$ 0.00
TOTAL	$ 30.20

The following boxes must be check by the verifier - Les cases suivantes doivent être cochée par le vérificateur

☐ Services Rendered/Goods Supplied Services rendus/marchandises livrées
☐ Contract Terms Met Rencontre les Termes du contrat
☐ Supporting documentation Documentation à l'appui

Account Verified - Name / Compte Vérifié - Nom	Signature	Date Y-A M D-J

Prepared by - Name / Préparé par - Nom	Date Y-A M D-J	G/R:
Sylvie Crispin	2016 07 26	

CERTIFIED PURSUANT TO SECTION 34 OF THE *FINANCIAL ADMINISTRATION ACT* - CERTIFIÉ EN VERTU DE L'ARTICLE 34 DE *LA LOI SUR LES FINANCES PUBLIQUES*

Name - Nom	Signature	Date Y-A M D-J
Paul Roy	[signature]	2016 07 26

JUS 396-4 (2014/01)

Government of Canada
Privy Council Office

Gouvernement du Canada
Bureau du Conseil privé

\# 106171

INVOICE / FACTURE

INVOICE No./ N° DE FACTURE:	1800000167
Date:	Jul 18, 2016
Department number - Numéro de département	13
IS organization code - Code d'organisation du RI	013012000401015
Reference document number - No. De Reference	300260601

JUSTICE CANADA
EMB - ROOM 1310
284 WELLINGTON STREET
OTTAWA ON K1A 0H8
CANADA

ORIGINATOR / EXPÉDITEUR

Finance and Corporate Planning Division
Privy Council Office
80 Wellington Street
Ottawa ON K1A 0A3
Canada

FIS DEPARTMENTS

Please forward this invoice to your financial services. Payment for this invoice has been processed through the Standard Payment System (IS).

MINISTÈRE SIFS

Veuillez transmettre cette facture à vos services financiers. Le paiement de cette facture a été traité au Système normalisé des paiements (RI).

FIS INITIATED TRANSACTION

TRANSACTION SIF AMORCÉE

Date of Service / Date du service	Particulars of Services / Détails des services	Amount / Montant
2016/2017	DEPUTY MINISTER FUNCTIONS 1TH QUARTER BILLING 2016-2017 PENTNEY, BILL	30.20

For further information, please contact
Pour plus de renseignements communiquer avec
MÉLODIE BRISEBOIS 613-952-4975

B110-5610-36906-4825--1

Currency / Fonds: CAD
TOTAL: 30.20

Canada

s.18(a)
s.19(1)

Department of Justice Canada | Ministère de la Justice Canada

PAYMENT VOUCHER — BORDEREAU DE PAIEMENT

Scanned Documents / Documents numérisés ☐
Final Payment / Paiement Final ☐
Original document kept in legal file / Document original conservé dans le dossier ☒

Region - Région: NCR
Organization - Organisation: Minister's Office
Payee name - Nom du bénéficiaire : Telus
Address - Adresse :
Vendor code - Code fournisseur : 100032
Date goods received or services rendered - Date de réception des produits ou services:
Date invoice received / Date de réception de la facture:

CHEQUE STUB INFORMATION - INFORMATION SUR LE TALON DU CHÈQUE

Invoice number Numéro de la facture	Details Détails	Amount Montant
July 17, 2016	[redacted]	105.27

ACCOUNTING INFORMATION *(FOR ADDITIONAL LINES SEE PAGE 2)* - RENSEIGNEMENTS DE LA COMPTABILITÉ *(POUR DES LIGNES SUPPLÉMENTAIRES - VOIR PAGE 2)*

	GL Account Compte général	Net Amount Montant net	HST/GST TVH/TPS	QST/ TVQ	Cost center Centre de coût	Fund Fonds	Functional Area Domaine Fonctionnel	Order Ordre	Assignment Affectation	Description	Commitment PO Engagement Bon de commande	Line Item L. d'item
1	2571	105.27			11050	15	4010			Secure Phone Lines July to August, 2016	300260326	01
2												
3												

Sub-Total: $ 105.27 | $ 0.00 | $ 0.00
Sub-Total Tax Amount: $ 0.00
TOTAL: $ 105.27

The following boxes must be check by the verifier - Les cases suivantes doivent être cochée par le vérificateur

☐ Services Rendered/Goods Supplied / Services rendus/marchandises livrées
☐ Contract Terms Met / Rencontre les Termes du contrat
☐ Supporting documentation / Documentation à l'appui

Account Verified - Name / Compte Vérifié - Nom | Signature | Date Y-A M D-J

Prepared by - Name / Préparé par - Nom: J. Landry | Date Y-A 2016 M 07 D-J 29 | G/R:

CERTIFIED PURSUANT TO SECTION 34 OF THE *FINANCIAL ADMINISTRATION A*[redacted]4 DE LA LOI SUR LES FINANCES PUBLIQUES

Name - Nom: [redacted] | Sign[redacted] | Date - 2 AOUT 2016 D-J

JUS 396-4 (2014/01)

Your TELUS bill

July 17, 2016

RECEIVED
JUL 27 2016

TELUS®

s.18(a)
s.19(1)

JODY WILSON RAYBOULD
Account number:

Potential Canada Post Mail Disruption

Important Notice: There could be a disruption to mail delivery services due to a potential work disruption at Canada Post. You can stay informed of your monthly charges and avoid late fees by accessing your bill online. Visit telus.com/myaccount to set up online billing.

Account summary - turn over for details

Balance forward from your last bill		$238.34
New charges		
Home Phone	$105.27	
Other charges and credits	$4.77	
Total new charges		$110.04
Total due		**$348.38**

Did you forget your payment? The balance of $238.34 from your last bill is overdue and payable now. Please note that any payment received on or after the bill date of July 17, 2016 will be reflected on your next bill. If payment was already made, thank you.

JTA0527474-0007591-02585-0002-0001-00-

Can we help?

Visit our self-serve website at: www.TELUS.com
Call us at: 310-2255 or toll free at 1 888 811-2323

Write to us at:
TELUS
PO Box 7575
Vancouver, BC
V6B 8N9

OASIS TTL2009

GST/HST# 812758878 QST# 1211642781

TELUS is a trade name of TELUS Communications Company

For payment options, see page 2.

Your account number	Bill date	Total if received by Aug 08, 2016
	Jul 17, 2016	$348.38

Payable on receipt

PTLCD01AE D 02585

Amount you're paying
$

J WILSON RAYBOULD
284 WELLINGTON ST
OTTAWA ON K1A 0H8

⑆31111⑈900⑆ 96

July 17, 2016
JODY WILSON RAYBOULD
Your Account #

Previous charges and payments

Amount due on your last bill	$820.41
Payment processed Jul 12 - Thank You	-$355.62
Payment processed Jul 12 - Thank You	-$121.18
Payment processed Jul 12 - Thank You	-$105.27
Balance forward from your last bill	**$238.34**

Other charges and credits

Late payment charge Jul 18	$4.77
Total other charges and credits	**$4.77**

Home phone

Charges for

Regular charges (Jul 17 to Aug 16)

TELUS Home Phone includes Local Line, Call Display, Visual Call Waiting, Call Return, 3 Way Calling and Voice Mail	$40.00
Bundle Discount	-$5.00
Unlisted Directory Charge	Free
E9-1-1 Provincial Network Fee	$0.09
Total home phone regular charges	$35.09
Total home phone charges for	$35.09

Payment options

- Online at telus.com/billing
- Online Banking: Select "TELUS Communications" from your financial institutions list of payee names.
- Telephone/PC Banking: contact your financial institution, allow 3 business days for bank processing
- Pre-authorized Credit Card or Bank Payments
- In person at most financial institutions, allow 3 business days for bank processing
- By mail with remittance. Allow 5 business days for payment to reach us.

Late Payment Charge and NSF Fee

Bills are due upon receipt. Late payment charges of 2% compounded monthly (26.82% per annum) will be applied if payment is not received by the date shown on the account statement. Items returned for insufficient funds are subject to a $25.00 administration charge.

TELUS service terms and conditions

You can find these in the White Pages Directory, in the section called "General Terms of Service" or online at **telus.com/serviceterms.**

Send your payment to:

TELUS
PO BOX 7575
VANCOUVER BC
V6B 8N9

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s.19(1)

July 17, 2016
JODY WILSON RAYBOULD
Your Account

TELUS®

Charges for

Regular charges (Jul 17 to Aug 16)

TELUS Home Phone	$40.00	
includes Local Line, Call Display, Visual Call Waiting, Call Forwarding, 3 Way Calling and Voice Mail		
Bundle Discount	-$5.00	
Unlisted Directory Charge	Free	
E9-1-1 Provincial Network Fee	$0.09	
Total home phone regular charges		$35.09
Total home phone charges for		$35.09

Charges for

Regular charges (Jul 17 to Aug 16)

TELUS Home Phone	$40.00	
includes Local Line, Call Display, Visual Call Waiting, Call Return, Call Forwarding, 3 Way Calling and Voice Mail		
Bundle Discount	-$5.00	
Unlisted Directory Charge	Free	
E9-1-1 Provincial Network Fee	$0.09	
Total home phone regular charges		$35.09
Total home phone charges for		$35.09
Total home phone charges		**$105.27**

*Credit/CR includes an amount on account of GST/HST, QST, and PST (based on the taxes levied in the Province of supply).

Thank you for choosing TELUS.

JTA052474-0007593-02585-0002-0002-00-

OASIS TTL2009

⑆31111⑈9001⑆ 96

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Department of Justice Canada | Ministère de la Justice Canada

Initiation and Commitment Expenditure Request
Demande d'initiation et d'engagement de dépense

FISCAL YEAR / EXERCICE FINANCIER	2016/17

☑ ORIGINAL ☐ CLOSE/FERMER ☐ AMEND/MODIFICATION ☐ RE-OPEN/RE-OUVERTURE

1	BRANCH, SECTION / DIRECTION GÉNÉRALE, SECTION	VENDOR NO. / N° DE FOURNISSEUR
	DM Business Center	143712

2	Name of Card Holder (if applicable) / Nom du titulaire d'une carte d'acquisition (si applicable):	

3 ACCOUNTING INFORMATION / INFORMATION COMPTABLE

Original Financial Commitment description - Description d'engagement de fonds originale

Trans. Type Type de Trans.	GL ACCOUNT COMPTE GL	COST CENTER CENTRE DE COÛTS	FUND FONDS	FUNCTIONAL AREA DOMAINE FONCTIONNEL	ORDER NO. N° DE COMMANDE	COMMITMENT AMOUNT MONTANT D'ENGAGEMENT	TAX AMOUNT MONTANT DE LA TAXE	TOTAL AMOUNT MONTANT TOTAL	COMMITMENT NO. N° D' ENGAGEMENT	LINE NO.	DESCRIPTION (text)
	2517	11050	15	4010		$ 1,320.00		$ 1,320.00	300260325	1	secure phone lines for Minister's Telus acc.
								$ 0.00			
								$ 0.00			
								$ 0.00			
								$ 0.00			
								$ 0.00			

Amended Financial Commitment Description - Description de l'Amendement à l'Engagement de Fonds

Trans. Type	GL	COST CENTER	FUND	FUNCTIONAL AREA	ORDER NO.	COMMITMENT AMOUNT	TAX AMOUNT	TOTAL AMOUNT	COMMITMENT NO.	LINE NO.	DESCRIPTION
								$ 0.00			
								$ 0.00			
								$ 0.00			
								$ 0.00			
								$ 0.00			
								$ 0.00			
								$ 0.00			
								$ 0.00			

5 Prepared by / Préparé par

Name (Print) / Nom (lettre moulée) :	Signature :	Date :
Anne Grenier	[signature]	24/MAY/2016

6 Certified pursuant to Section 32(1) of the Financial Administration Act and authorized under the Expenditure Initiation. I authorize the use of the acquisition card for this purchase. | Certified pursuant to Section 32(1) of the Financial Administration Act and authorized under the Expenditure Initiation. I authorize the use of the acquisition card for this purchase.

Name of manager / Nom du gestionnaire	Signature :	Date
[redacted]	[redacted]	25 MAI 2016

JUS 817 (2014/11)

Department of Justice Canada — Ministère de la Justice Canada

COPY

PAYMENT VOUCHER — BORDEREAU DE PAIEMENT

Scanned Documents / Documents numérisés ☐
Final Payment / Paiement Final ☐
Original document kept in legal file / Document original conservé dans le dossier ☐

Region - Région: NCR

Organization - Organisation: DEPUTY MINISTER'S OFFICE

Processed in IFMS
Doc.# 1719006606
Date 18-08-16

Payee name - Nom du bénéficiaire : ARI Financial Services Inc

Sent to Finance 18 / 08 / 16

Address - Adresse :

Copy sent to CDO 3020

Vendor code - Code fournisseur : 134710

Date goods received or services rendered - Date de réception des produits ou services:

Date invoice received / Date de réception de la facture: August 12, 2016

CHEQUE STUB INFORMATION - INFORMATION SUR LE TALON DU CHÈQUE

Invoice number Numéro de la facture	Details Détails	Amount Montant
MDYDN7	Deputy Minister's Vehicle - Gasoline and Maintenance	342.39

ACCOUNTING INFORMATION *(FOR ADDITIONAL LINES SEE PAGE 2)* - **RENSEIGNEMENTS DE LA COMPTABILITÉ** *(POUR DES LIGNES SUPPLÉMENTAIRES - VOIR PAGE 2)*

	GL Account Compte général	Net Amount Montant net	HST/GST TVH/TPS	QST/ TVQ	Cost center Centre de coût	Fund Fonds	Functional Area Domaine Fonctionnel	Order Ordre	Assignment Affectation	Description	Commitment PO Engagement Bon de commande	Line Item L. d'item
1	4503	157.27	11.81	10.76	12000	15	4010			Gasoline	300258239	1
2	4503	6.40	0.83		12000	15	4010			Car Program Fee	300258239	2
3	4620	135.22	7.36	12.74	12000	15	4010			Repair & Maintenance	300258239	3
	Sub-Total	$ 298.89	$ 20.00	$ 23.50								
	Sub-Total Tax Amount		$ 43.50									
	TOTAL	$ 342.39										

The following boxes must be check by the verifier - Les cases suivantes doivent être cochée par le vérificateur

☐ Services Rendered/Goods Supplied / Services rendus/marchandises livrées
☐ Contract Terms Met / Rencontre les Termes du contrat
☐ Supporting documentation / Documentation à l'appui

Account Verified - Name / Compte Vérifié - Nom | Signature | Date Y - A M D - J

Prepared by - Name / Préparé par - Nom: Sylvie Crispin | Date Y - A 2016 M 08 D - J 16 | G / R :

CERTIFIED PURSUANT TO SECTION 34 OF THE *FINANCIAL ADMINISTRATION ACT* - CERTIFIÉ EN VERTU DE L'ARTICLE 34 DE *LA LOI SUR LES FINANCES PUBLIQUES*

Name - Nom: Paul Roy | Signature | Date AUG 18 2016

ORIGINAL

ARI FINANCIAL SERVICES INC.
SERVICES FINANCIERS ARI INC.
1270 CENTRAL PARKWAY
SUITE 600
MISSISSAUGA, ONTARIO L5C4P4
TOLL FREE / SANS FRAIS (800) 361-5882
FAX / TELECOPIEUR: (905) 803-8644
Automotive Resources International
TEL: (905) 803-8000

MISC. INVOICE / FACTURE D'ENTRETIEN

GST REG / TPS NO: #136025582RT
QST REG / TVQ NO: #1015619615

CLIENT CODE / NO DE CLIENT:	4G21-17	INVOICE NO / NO DE FACTURE:	MDYDN7
DUE DATE / DATE D'ECHEANCE:	08/31/16	INVOICE DATE / DATE DE LA FACTURE:	07/26/16

UNIT / UNITE	ITEM / ARTICLE	DATE	DESCRIPTION	AMOUNT / MONTANT
005 -339226	HST -CANADIAN TAX ACCT/	08/01/2016	JE- 2256189 HST CHG ON MTHLY SVC	.83
005 -339226	TMS&FUEL - SGT ESSENCE SPEC/	08/01/2016	JE- 2256189 MTHLY TMS - SGT CHRG	6.40
	GST= SUB-TOT=	6.40		
	HST= .83		SUB-TOTAL	7.23
005 -339226	GASOLINE/ESSENCE TYPE: UNLEAD	06/22/2016	PR: PQ VEND: IMPERIAL REF#: JAU01339 CC#: 60800005791	55.29
005 -339226	GST CHARGEBACKS/TPS	06/22/2016	GST- FUEL CC#: 60800005791	2.76
005 -339226	QST/TAXE QC REMBOURSABLE	06/22/2016	QST- FUEL CC#: 60800005791	5.51
005 -339226	GASOLINE/ESSENCE TYPE: UNLEAD	06/27/2016	PR: PQ VEND: CST CANA REF#: 20072 CC#: 60800005791	52.60
005 -339226	GST CHARGEBACKS/TPS	06/27/2016	GST- FUEL CC#: 60800005791	2.63
005 -339226	QST/TAXE QC REMBOURSABLE	06/27/2016	QST- FUEL CC#: 60800005791	5.25
005 -339226	GASOLINE/ESSENCE TYPE: UNLEAD	06/30/2016	PR: ON VEND: CANADIAN REF#: 000689 CC#: 60800005791	49.38
005 -339226	MISC SERVICE/SERVICE DIVERS	06/30/2016	PR: ON VEND: CANADIAN REF#: 000689 CC#: 60800005791	7.49
005 -339226	HST -CANADIAN TAX ACCT/	06/30/2016	HST- MAINT CC#: 60800005791	.97
005 -339226	HST -CANADIAN TAX ACCT/	06/30/2016	HST- FUEL CC#: 60800005791	6.42
	GST= 5.39 SUB-TOT=	164.76		
	HST= 7.39			
QST/TVQ:	TOTAL: 10.76 FUEL/ESSENCE:	10.76	DIESEL: MAINT/ENTRETIEN SUB-TOTAL	188.30
005 -339226	MR LUBE CANADA LP VENDOR: 099426	06/22/2016	QTY: 001.00 LUBER-FINER CAF1898P	69.99
	INVOICE: 1607310072	06/22/2016	QTY: 001.00 FORFAIT REGULIER	49.99
	EVENT: NON-PO / SRVCD	06/22/2016	QTY: 001.00 RECYCLING FEE	.75
	P.O.: 00060479596 ODOM: 21,816	06/22/2016	QTY: 001.00 GST	6.39
	CLIENT AUTH: NON-PO	06/22/2016	QTY: 001.00 QST	12.74
	CLIENT P.O.: MRSRVCD	06/22/2016	QTY: 001.00 FILTRE OE FILTER CHR	7.00
			SUB-TOTAL	146.86
	GST= 6.39 SUB-TOT=	127.73		
QST/TVQ:	TOTAL: 12.74 FUEL/ESSENCE:		DIESEL: MAINT/ENTRETIEN 12.74	
	GST= 11.78 SUB-TOT=	298.89		
	HST= 8.22			
QST/TVQ:	TOTAL: 23.50 FUEL/ESSENCE:	10.76	DIESEL: MAINT/ENTRETIEN 12.74	
			VEHICLE TOTAL ******	342.39
	339226 CC # 6080000579176785			
	GST= 11.78 SUB-TOT=	298.89		
	HST= 8.22			
QST/TVQ:	TOTAL: 23.50 FUEL/ESSENCE:	10.76	DIESEL: MAINT/ENTRETIEN 12.74	
			PLEASE PAY THIS TOTAL >	342.39

MAIL TO / POSTER A:
DEPT OF JUSTICE
ATTN: SYLVIE CRISPIN
284 WELLINGTON ST, EMB-4143A
OTTAWA ON K1A 0H8

REMIT TO / REMETTRE A:
ARI FINANCIAL SERVICES T46163
P O BOX 46163
POSTAL STATION A
TORONTO ON M5W4K9

PBN:136025582PG0002

* DATE REPRESENTS PURCHASE DATE OR DATE PAID BY ARI / DATE REPRÉSENTANT DATE D'ACHAT OU DATE DE PAIEMENT PAR ARI

CF02 (07/07) 993 UNKNOWN 9A

ORIGINAL

ARI FINANCIAL SERVICES INC.
SERVICES FINANCIERS ARI INC.
1270 CENTRAL PARKWAY WEST
SUITE 600
MISSISSAUGA, ONTARIO L5C4P4
TOLL FREE / SANS FRAIS (800) 361-5882
FAX / TELECOPIEUR: (905) 803-8644

Automotive Resources International
TEL: (905) 803-8000

MISC. INVOICE / FACTURE D'ENTRETIEN

GST REG / TPS NO: #136025582RT
QST REG / TVQ NO: #1015619615

CLIENT CODE / NO DE CLIENT:	4G21-17	INVOICE NO / NO DE FACTURE:	MDYDN7
DUE DATE / DATE D'ECHEANCE:	08/31/16	INVOICE DATE / DATE DE LA FACTURE:	07/26/16

SUMMARY PAGE TOTAL FOR SUB DIVISION 005

TAXES	43.50		
GST CHARGEBACKS/TPS	11.78	HST -CANADIAN TAX ACCT/	8.22
QST-MAINT/ENTRETIEN	23.50		
PROGRAM FEES	6.40		
TMS&FUEL - SGT ESSENCE SPEC/	6.40		
FUEL	157.27		
GASOLINE/ESSENCE	157.27		
REPAIR & MAINTENANCE	85.23		
AIR FILTERS/FILTRE A AIR	69.99	MISC SERVICE/SERVICE DIVERS	7.49
PM SERVICE - INSPECTION/ENTRET	7.00	SHOP SUPPLIES/FOURNITURES D'AT	.75
OIL & LUBE	49.99		
OIL & LUBRICATION/HUILE ET LUB	49.99		

SUMMARY TOTAL: 342.39

MAIL TO / POSTER A:
DEPT OF JUSTICE
ATTN: SYLVIE CRISPIN
284 WELLINGTON ST, EMB-4143A
OTTAWA ON K1A 0H8

REMIT TO / REMETTRE A:
ARI FINANCIAL SERVICES T46163
P O BOX 46163
POSTAL STATION A
TORONTO ON M5W4K9

PBN:136025582PG0002

* DATE REPRESENTS PURCHASE DATE OR DATE PAID BY ARI / DATE REPRÉSENTANT DATE D'ACHAT OU DATE DE PAIEMENT PAR ARI

CF02 (07/07) 993 UNKNOWN 9A

SERVICE CARD ACTIVITY DETAILS

DEPT OF JUSTICE
ATTN: SYLVIE CRISPIN
284 WELLINGTON ST, EMB-4143A

OTTAWA ON

RUN DATE 07/26/2016
DUE DATE 08/31/2016
CLIENT 4G21
DIV/SUBDIV 17/005

TRANS DATE	TRANS #	SUPPLIER	LOCATION			PRODUCT DESC	LITERS	GROSS AMOUNT	DISCOUNT	TAX EXEMPT	BILLED AMOUNT	GST / HST	PST / QST
UNIT #: 339226		DRIVER: DEPT OF JU STICE	CLIENT CODE: 339226			MAKE/MODEL: 16		CHRYSLER		300 TOURING			
SERVICE CARD NO. 6080000579176785													
06/22/2016	JAU01339	IMPERIAL OIL LTD.	480 B ST JOSEPH	HULL	PQ	UNLEADED REGULAR	61.2	65.40	1.84	0.00	63.56	2.76	5.51
06/27/2016	20072	CST CANADA CO.- ULTRAMAR	190, ST-REDEMPTEUR	HULL	PQ	UNLEADED REGULAR	60.2	61.99	1.51	0.00	60.48	2.63	5.25
06/30/2016	000689	CANADIAN TIRE PETROLEUM	2201 GREENBANK RD.	NEPEAN	ON	OTHER	0.0	8.46	0.18	0.00	8.28	0.95	0.00
06/30/2016	000689	CANADIAN TIRE PETROLEUM	2201 GREENBANK RD.	NEPEAN	ON	UNLEADED REGULAR	54.4	57.16	1.18	0.00	55.98	6.44	0.00
		UNIT TOTAL					175.8	193.01	4.71	0.00	188.30	12.78	10.76
		TOTAL					175.8	193.01	4.71	0.00	188.30	12.78	10.76

s.18(a)

21816 ①

ESSO ST JOSEPH
480 BLVD ST JOSEPH
GATINEAU, PQ J8Y 3Y7

C0003409

RRN:R100853829
FRN:1002873075

2016/06/22 09:29:37 AM
Caisse : 1 Trans. no : 8796 Code op. : 10

Votre caissier : prepose

ESSO CA POMPE# 2
61.182 L @ $ 1.069/L $65.40 103
TPS Incl. dans carburant $2.84
TVQ Incl. dans carburant $5.67

Total partiel = $65.40

Total = $65.40

Monnaie due = $0.00

Crédit $65.40

TYPE: ACHAT
COMPTE: ARI $65.40
AUTOR: 268035-F FACTURE: JAU01339
NUMERO CARTE: [redacted]
PROGRAMME DE FIDELITE: NON
IMPORTANT - conserver cette copie pour vos dossiers

Copie du Client

22260 ②

ultramar

190 St-Redempteur TPS: 835860131
Hull,Quebec TVQ: 1219927297
J8X 2S9
DATE: 2016-06-27 HEURE: 13:31
No STATN: 24359 No TRANS.: 419615

No PLAQUE: ________

CARBURANT	(L)	($/L)	($)
Distr. 5			
Regulier	60.256	1.029	62.00#

Taxes sur 60.256 Litres de Carb. Regulier
TPS: 5.000% = $2.70
TVQ: 9.975% = $5.38
Total des taxes: = $8.08

#TAXES INCLUSES *TAXES EXCLUES

TOTAL $ 62.00
ACHAT ARI 62.00

Achat
ARI [redacted] G
TERMID: 24359BE1
No MARCHAND: 22435905705
No FACTURE: 00009798
REF: 539001001003
ACI/ISO 001/00
APPROUVEE 133102

Notre mission:
Combler plus de clients chaque jour

Achetez un produit vedette, faites etamper votre chemise et courez la chance de gagner un voyage de 10,000$!

22662 ③

Canadian Tire #1335
2201 Greenbank Rd.
Nepean,Ontario
K2J 4Y6
613-825-2766

2016-06-30 07:10:01 TRANS #: 074056
HST: R100773019
Paypoint : 01K

FUEL	(L)	($/L)	($)
Pump 2			
Regular	54.487	1.049	57.16

PRODUCT	QTY	PRICE	AMOUNT
CW Bas W/Gas	1	7.49	7.49
	HST	13.000 %	0.97

HST INCLUDED IN FUEL $ 6.58

TOTAL $ 65.62
ARIGOV [redacted]

TERMID: 1335P001
INVOICE NO: 000689
APPROVED 311932

Become a Member of the My Canadian Tire 'Money' program today at www.canadiantire.ca. Collect e-CT 'Money' to redeem at Canadian Tire.

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TELL US HOW WE DID
AND WIN $1000 DAILY
@ TELLCDNTIREGAS.COM
OR 1-888-431-5596

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--- Customer's Copy ---

Department of Justice Canada — Ministère de la Justice Canada

COPY

PAYMENT VOUCHER — BORDEREAU DE PAIEMENT

Scanned Documents / Documents numérisés ☐
Final Payment / Paiement Final ☐
Original document kept in legal file / Document original conservé dans le dossier ☐

Region - Région: NCR

Organization - Organisation: DEPUTY MINISTER'S OFFICE

Processed in IFMS Doc.# 171900 6606 Date 18-08-16

Vendor code - Code fournisseur : 134710

Payee name - Nom du bénéficiaire : ARI Financial Services Inc — Sent to Finance 18, 08, 16

Address - Adresse : — Copy sent to CDO 3020

Date goods received or services rendered - Date de réception des produits ou services:

Date invoice received / Date de réception de la facture: August 12, 2016

CHEQUE STUB INFORMATION - INFORMATION SUR LE TALON DU CHÈQUE

Invoice number / Numéro de la facture	Details / Détails	Amount / Montant
MDYDN7	Deputy Minister's Vehicle - Gasoline and Maintenance	342.39

ACCOUNTING INFORMATION *(FOR ADDITIONAL LINES SEE PAGE 2)* - RENSEIGNEMENTS DE LA COMPTABILITÉ *(POUR DES LIGNES SUPPLEMENTAIRES - VOIR PAGE 2)*

	GL Account / Compte général	Net Amount / Montant net	HST/GST / TVH/TPS	QST/TVQ	Cost center / Centre de coût	Fund / Fonds	Functional Area / Domaine Fonctionnel	Order / Ordre	Assignment / Affectation	Description	Commitment PO / Engagement Bon de commande	Line Item / L. d'item
1	4503	157.27	11.81	10.76	12000	15	4010			Gasoline	300258239	1
2	4503	6.40	0.83		12000	15	4010			Car Program Fee	300258239	2
3	4620	135.22	7.36	12.74	12000	15	4010			Repair & Maintenance	300258239	3

Sub-Total	$ 298.89	$ 20.00	$ 23.50
Sub-Total Tax Amount		$ 43.50	
TOTAL	$ 342.39		

The following boxes must be check by the verifier - Les cases suivantes doivent être cochée par le vérificateur

☐ Services Rendered/Goods Supplied / Services rendus/marchandises livrées
☐ Contract Terms Met / Rencontre les Termes du contrat
☐ Supporting documentation / Documentation à l'appui

Account Verified - Name / Compte Vérifié - Nom: — Signature: — Date Y-A M D-J:

Prepared by - Name / Préparé par - Nom: Sylvie Crispin — Date: 2016 / 08 / 16 — G/R:

CERTIFIED PURSUANT TO SECTION 34 OF THE *FINANCIAL ADMINISTRATION ACT* - CERTIFIÉ EN VERTU DE L'ARTICLE 34 DE *LA LOI SUR LES FINANCES PUBLIQUES*

Name - Nom: Paul Roy — Signature: [signature] — Date: AUG 18 2016

JUS 396-4 (2014/01)

M. LUBE.
Facture

MR. LUBE STORE #73
3805310 Canada, Inc.
480 ST. JOSEPH BLVD
GATINEAU, QC J8Y 3Y7
(819) 595-5172

Date 6/22/2016 9:36 AM
N° de facture 7310072
N° de transaction 16062207310072
Employés

(4)

Renseignements sur le client
Departement Of Juste
284 Wellington
OTTAWA, ON K1A 0H8 (613) 952-3500

Renseignements sur le véhicule
PLAQUE D'IMMATRICULATION
KILOMÉTRAGE 21816
2016 CHRYSLER 300 6cyl 3.6L FI
VIN

s.18(a)
s.19(1)

Parc de véhicules
ARI608000 N ARI Government (Federal)
FLEETCARDNO
EXPIRYDATE
CARDLIMIT 500
AUTHORIZATION
VIN

J'ai lu et accepté les renseignements indiqués sur cette facture.

Entretiens antérieurs

DATE	KILOMÉTRAGE	SERVICES
6/22/16	21816	OC3 OEM WW EMP CAB
2/8/16	9750	OC3 WW EMP

Vérification de courtoisie
VERIFICATION:

-Filtre a air	INSP/OK
-Filtre a air d'habitacle	INSP/OK
-Niveau de liquide diff.	BON NIVEAU
-Phares	INSP/OK
-Balais d'essuie-glace	INSP/OK
-Courroie multifonction	INSP/OK
-Batterie d'accumulateurs	VOIR COMMT
-Fuites (liquide, huile)	INSP/OK
-Pression de pneus	PRESS/OK
-Vitre avant	SNS DOMMG

SERVICES GRATUITS:

-Lavage des fenetres	COMPLETES
-Lubrification des charniere	DECLINE
-Verification des liquide et	COMPLETES

Description	QTÉ	Prix
FORFAIT REGULIER	1.00	49.99
RECYCLING FEE	1.00	0.75
COURTESY CHECK	1.00	0.00
MOPAR 68191349AA	1.00	0.00
FILTRE OE FILTER CHRG $7	1.00	7.00
MOBIL SUPER 1000 5W20 BLK	5.60	0.00
TIRE PRESS PNEU ===>	35.00	0.00
SEALED GRAISSAGE SCELLE	1.00	0.00
FREE WASHER FLUID TOP-UP	1.00	0.00
LV VRAC/ BULK WWF	2.00	0.00
BATTERY NO ACCESS/DECLINE	1.00	0.00
5133	1.00	0.00
LUBER-FINER CAF1898P	1.00	69.99

VENTE	$127.73
GST# 896313012	6.39
TVQ# 1023816446	12.74
TOTAL	**$146.86**
COMPTE	146.86

Commentaires du préposé
Merci et a la prochaine

Message
D'te n...
...016 ou 29816

Les pièc...
Bouch...
Filtre à h...
Éteindr...

Bouchon de la transmission/boîte ☐ Vérifié ☐ Vidange
Filtre à carburant ☐ Vérifié
Bouclier ☐ Vérifié

DO NOT WRITE ABOVE THIS LINE - NE RIEN ÉCRIRE AU-DESSUS DE CETTE LIGNE

(4)

SALES DRAFT - FACTURE

EXPIRY DATE CHECKED / DATE D'EXPIRATION VÉRIFIÉE
AUTHORIZATION NUMBER / NO D'AUTORISATION
CLERK-COMMIS
DEPT.-RAYON
DATE: 06 22 16 (M D-J Y-A)

5900409

DESCRIPTION	AMOUNT-MONTANT
	7310072
	146.86

X
CARDHOLDER'S SIGNATURE - SIGNATURE DU TITULAIRE
CARDHOLDER WILL PAY TOTAL AMOUNT SHOWN TO CARD ISSUER ACCORDING TO CARDHOLDER AGREEMENT WITH CARD ISSUER.
LE TITULAIRE S'ENGAGE À REMBOURSER L'ÉMETTEUR DE LA CARTE DU MONTANT TOTAL FIGURANT SUR CETTE FACTURE, CONFORMÉMENT À LA CONVENTION RÉGISSANT L'UTILISATION DE LA CARTE.

VISA MasterCard DISCOVER

TOTAL $ CDN CAN

PLEASE RETAIN THIS COPY AS RECORD OF YOUR TRANSACTION
CONSERVEZ CETTE COPIE COMME PREUVE DE VOTRE TRANSACTION
CUSTOMER COPY
COPIE DU CLIENT

Expense Report Statement

Expense Report Name: Cab Retreat- Sudbury Aug 2016-1

Traveller Name:	*WILLIAM PENTNEY*
TIN:	*W447676*
Prepared By:	*WILLIAM PENTNEY*
Policy Module:	*M3D - Domestic - Overnight Stay*
Trip Purpose:	*Core Mandate - Meetings*
Other Trip Purpose:	
Travel Request Name:	*Cab Retreat- Sudbury Aug 2016*
Travel Start Date:	*19/08/2016*
Travel End Date:	*21/08/2016*
ER Approval Status:	*Approved*
Primary Location:	*Sudbury*
Secondary Location:	
Online TAN:	*ANB852742*
Fiscal Year:	*2016-2017*
Travel Outside Default Division:	*N*
Vendor Code:	*27327957*
Event:	
Comments:	

Expense Report Summary

Expense Summary

Total allocated expenses :	**1,020.03**
(Minus) Total non-reimbursable expenses :	587.53
Total reimbursable expenses :	**432.50**
Total due traveller :	**432.50**

Non-Reimbursable Expenses

Expense Type	Date	Foreign Amount	Tax Amount	Amount

Expense Type	Date		Foreign Amount	Tax Amount	Amount
5) Commercial Air	05/08/2016	1505 - 12000 - 0130 - 4010 - 15 - - 3003 -			300.72
Air Can 0149565491744					300.72
Porter Ai					
Air Canada					
5) Commercial Air	05/08/2016	1505 - 12000 - 0130 - 4010 - 15 - - 3003 -			219.57
Air Can 0149565491744					219.57
Porter Ai					
Porter Airlines					
8) Misc transportation charges	08/08/2016	1505 - 12000 - 0130 - 4010 - 15 - - 3003 -			33.62
Hrg Anb852742 5.01					33.62

This is the Air Canada service fee.

Expense Type	Date		Foreign Amount	Tax Amount	Amount
8) Misc transportation charges	08/08/2016	1505 - 12000 - 0130 - 4010 - 15 - - 3003 -			33.62
Hrg Anb852742 5.01					33.62

This is the service fee from Porter Airlines.

Total non-reimbursable expenses (CAD) 587.53

Reimbursable Expenses

Expense Type	Date		Foreign Amount	Tax Amount	Amount
11) Taxi	21/08/2016	1505 - 12000 - 0130 - 4010 - 15 - - 3003 - 8500 - 0130 - 0000 - 10006 - 82 - - -		ON*... 11.79	98.21 110.00

Taxis to travel to and from airports.

Expense Type	Date		Foreign Amount	Tax Amount	Amount
18) Government & Institutional Accommodation	21/08/2016	1505 - 12000 - 0130 - 4010 - 15 - - 3003 - 8500 - 0130 - 0000 - 10006 - 82 - - -		ON*... 12.11	100.89 113.00

Date And Time / Expense Type	Approver / Date	Financial Coding	Approval Status / Foreign Amount	Comment	Total Tax	Total Excl. Tax / Amount Incl. Tax
		8500 - 0130 - 0000 - 10006 - 82 - - -				
The Deputy Minister stayed at the Laurentian University in Sudbury with other DMs and Ministers.						48.00
2) Allowance: Meals, Incidentals & Private Accommodation	21/08/2016	1505 - 12000 - 0130 - 4010 - 15 - - 3003 - 8500 - 0130 - 0000 - 10006 - 82 - - -		ON#...	18.13	139.47 / 157.60
	21/08/2016	1505 - 12000 - 0130 - 4010 - 15 - - 3003 - 8500 - 0130 - 0000 - 10006 - 82 - - -		ON#...	5.97	45.93 / 51.90

Total reimbursable expenses (CAD) 432.50

Tax Coding Summary

HST	Total Amount
8500 - 0130 - 0000 - 10006 - 82 - - -	48.00

Financial Coding Summary

Financial Coding	Total Excl. Tax	Total Incl. Tax
1505 - 12000 - 0130 - 4010 - 15 - - 3003 -	972.03	1,020.03

Approval History

Date And Time	Approver	Approval Status	Comment
26/09/2016 09:39:09	Krista Forrest	Approved	
15/09/2016 18:15:06	Johanne Bernard	Approved	
15/09/2016 07:47:38	Samantha Allard	Approved	
06/09/2016 13:57:27	WILLIAM PENTNEY	Comments Submitted	I have attached a new file with the entire ticket. Sorry about that. Merci. Suzanne
02/09/2016 14:51:42	Samantha Allard	Information Required	Hi, We are missing the AirCanada service fee receipt for the claim. I believe the second page of the E-ticket may be missing. Can you please attach the missing information. Thank you,

Signatures

I certify that the amounts included in this Expense Report were incurred on authorized government business travel.

Traveller Name *WILLIAM PENTNEY*

Submit Date *30/08/2016*

Signature

Recommender Name *Samantha Allard*

Recommended Date *15/09/2016*

Signature

Certified pursuant to section 34 of the Financial Administration Act.

Approver Name *Johanne Bernard*

Approval Date *15/09/2016*

Signature

Processor Name *Krista Forrest*

Processed Date *26/09/2016*

Signature

s.19(1)

STS SVP
Shared Travel Services
Services de voyage partagés

HRG

E-Ticket Itinerary Receipt and Invoice

05 August 2016

THANK YOU FOR BOOKING WITH THE HOGG ROBINSON GROUP (HRG) GOVERNMENT OF CANADA TRAVEL SERVICES. THIS DOCUMENTATION CONFIRMS YOUR TRAVEL ARRANGEMENTS.

THE INFORMATION CONTAINED IN THIS DOCUMENT IS PROVIDED BY HRG NORTH AMERICA VIA TRAVELPORT AND OTHER THIRD-PARTY VENDORS. AS SUCH, SOME CONTENT IS AVAILABLE IN ENGLISH ONLY.

PLEASE REVIEW TO ENSURE THAT ALL INFORMATION IS CORRECT.

TRAVELLERS ARE RESPONSIBLE FOR VERIFYING THEIR TRAVEL DOCUMENTS UPON RECEIPT.

ACCEPTANCE OF YOUR ITINERARY CONSTITUTES AGREEMENT WITH ITS CONTENTS.

ANY DISCREPANCY MUST BE REPORTED TO HRG NORTH AMERICA PRIOR TO 8PM EST THE SAME BUSINESS DAY.

HRG WILL NOT INCREASE THE PRICE AFTER TICKET ISSUANCE.

Itinerary details

Trip locator: ZFPLT4
Traveller: Mr WILLIAM FRED PENTNEY

Account references

Traveller Category :	Public Servants
Travel Directive Module :	M3D - Domestic - Overnight stay
THCEE Trip Category :	Core Mandate
Trip Purpose :	Core Mandate - Meetings
TAN :	ANB852742
Fiscal Year :	2016-2017
Rationale for not using virtual presence :	Personal attendance required

Itinerary summary

Traffic	Date	From-to/location	Supplier	Times	Class/room	Status
✈	19 Aug 2016	YOW - YTZ	PD276	19:15-20:15	Economy	Booked
✈	19 Aug 2016	YTZ - YSB	PD541	21:10-22:10	Economy	Booked

Frequent flyer cards:

porter

Porter Airlines
Flight # PD276

Booking reference: O3KEXI
Status: Booked

Departing:	Ottawa Intl Airport, Ottawa, Canada (YOW)
Date/time:	19 August 2016, 19:15
Arriving:	Toronto City Centre, Toronto, Canada (YTZ)
Date/time:	19 August 2016, 20:15
Duration:	1h0m
Aircraft:	De Havilland DHC-8 400 Narrowbody Turboprop
Cabin class:	Economy (S)

Add to calendar

porter

Porter Airlines
Flight # PD541

Booking reference: O3KEXI
Status: Booked

Departing:	Toronto City Centre, Toronto, Canada (YTZ)
Date/time:	19 August 2016, 21:10
Arriving:	Sudbury, Sudbury, Canada (YSB)
Date/time:	19 August 2016, 22:10
Duration:	1h0m
Aircraft:	De Havilland DHC-8 400 Narrowbody Turboprop
Cabin class:	Economy (S)

Add to calendar

Fare details

Fare accepted:	149.19 CAD
Taxes and fees:	45.12 XX / 25.26 RC
Total amount:	219.57 CAD
Fare routing:	YOW - YTZ
	YTZ - YSB

Service Fees

Fee 1 Base:	29.75 CAD
Fee 1 Taxes:	3.87 CAD HST
Fee 1 Total:	33.62 CAD

GENERAL INFORMATION
****
VENDOR NAME-PORTER AIRLINES
VENDOR TICKET NUMBER-0000000000
VENDOR LOCATOR-O3KEXI
****

GST REGISTRATION NO. R136445095 QST REGISTRATION NO. TVQ M1015857826

GST is represented by tax code XG; HST is represented by tax code RC; QST is represented by tax code XQ.

FOR ASSISTANCE OR IN TRANSIT EMERGENCY SERVICE PLEASE CONTACT HRG ANYTIME AT 1-866-857-3578 WITHIN NORTH AMERICA OR FROM OUTSIDE CANADA / USA; CALL COLLECT AT 1-613-822-3873.

FOR CREDIT CARD SUPPORT DUE TO LOST OR STOLEN CARDS PLEASE USE PHONE NUMBER ABOVE; SELECT OPTION 4 IMPORTANT; THE NAME ON THE IDENTIFICATION MUST MATCH THE NAME ON THE RESERVATION; BOARDING PASS.

FOR FLIGHTS WITHIN CANADA ALL PASSENGERS MUST PRESENT ONE PIECE OF VALID GOVERNMENT ISSUED PHOTO IDENTIFICATION THAT INCLUDES NAME / DATE OF BIRTH AND GENDER.

FOR FLIGHTS TO/FROM THE UNITED STATES ALL PASSENGERS ARE REQUIRED TO PRESENT A VALID PASSPORT.

CITIZENS OF COUNTRIES OTHER THAN CANADA AND THE UNITED STATES SHOULD CONTACT THEIR CONSULATE OR EMBASSY FOR BOARDING REQUIREMENTS OR CONSULT HRG GOVERNMENT TRAVEL SERVICE.

PROOF OF ONWARD OR RETURN TRAVEL MAY BE REQUIRED AT CHECK-IN.

PASSPORT AND VISA REQUIREMENTS:

PLEASE ENSURE PASSPORT IS VALID FOR 6 MONTHS BEYOND EXPECTED RETURN DATE.

ALL CHILDREN REGARDLESS OF AGE MUST HAVE THEIR OWN PASSPORT

CITIZENS OF COUNTRIES OTHER THAN CANADA AND THE UNITED STATES SHOULD CONTACT THE CONSULATE OR EMBASSY FOR PASSPORT AND VISA REQUIREMENTS OR CONSULT HRG GOVERNMENT TRAVEL SERVICE.

CHECK-IN:

* PLEASE ALLOW 2HRS FOR DOMESTIC (CANADA); TRANSBORDER (USA) CHECK-IN

* ALLOW 3HRS FOR ALL INTERNATIONAL CHECK-IN

THE AIRLINES RESERVE THE RIGHT TO DENY BOARDING IF MINIMUM CHECK-IN TIMES ARE NOT MET

FLIGHT TIMES ARE SUBJECT TO CHANGE; PLEASE RE-CONFIRM FLIGHT TIMES PRIOR TO DEPARTURE.

IF YOU ARE TRAVELLING TO AN INTERNATIONAL DESTINATION, PLEASE RECONFIRM YOUR RESERVATIONS 72 HOURS PRIOR TO DEPARTURE DIRECTLY WITH THE AIR CARRIER.

FOR FREE BAGGAGE ALLOWANCE AND/OR APPLICABLE FEES FOR CARRY-ON//CHECKED BAGGAGE RELATED TO YOUR FLIGHT - PLEASE VERIFY THE CARRIERS WEBSITE.

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STS SVP
Shared Travel Services
Services de voyage partagés

HRG

E-Ticket Itinerary Receipt and Invoice

05 August 2016

THANK YOU FOR BOOKING WITH THE HOGG ROBINSON GROUP (HRG) GOVERNMENT OF CANADA TRAVEL SERVICES. THIS DOCUMENTATION CONFIRMS YOUR TRAVEL ARRANGEMENTS.

THE INFORMATION CONTAINED IN THIS DOCUMENT IS PROVIDED BY HRG NORTH AMERICA VIA TRAVELPORT AND OTHER THIRD-PARTY VENDORS. AS SUCH, SOME CONTENT IS AVAILABLE IN ENGLISH ONLY.

PLEASE REVIEW TO ENSURE THAT ALL INFORMATION IS CORRECT.

TRAVELLERS ARE RESPONSIBLE FOR VERIFYING THEIR TRAVEL DOCUMENTS UPON RECEIPT.

ACCEPTANCE OF YOUR ITINERARY CONSTITUTES AGREEMENT WITH ITS CONTENTS.

ANY DISCREPANCY MUST BE REPORTED TO HRG NORTH AMERICA PRIOR TO 8PM EST THE SAME BUSINESS DAY.

HRG WILL NOT INCREASE THE PRICE AFTER TICKET ISSUANCE.

Itinerary details

Trip locator:	ZFPLT4
Traveller:	Mr WILLIAM FRED PENTNEY

Account references

Traveller Category :	Public Servants
Travel Directive Module :	M3D - Domestic - Overnight stay
THCEE Trip Category :	Core Mandate
Trip Purpose :	Core Mandate - Meetings
TAN :	ANB852742
Fiscal Year :	2016-2017
Rationale for not using virtual presence :	Personal attendance required

Itinerary summary

Traffic	Date	From-to/location	Supplier	Times	Class/room	Status
✈	19 Aug 2016	YOW - YTZ	PD276	19:15-20:15	Economy	Booked
✈	19 Aug 2016	YTZ - YSB	PD541	21:10-22:10	Economy	Booked
✈	21 Aug 2016	YSB - YYZ	AC8614	20:25-21:35	Economy	Booked
✈	21 Aug 2016	YYZ - YOW	AC470	22:30-23:31	Economy	Booked

Frequent flyer cards:

E-ticket 1

Invoice number:	19708
Traveller name:	PENTNEY/WILLIAMF
Ticket number:	0149565491744
Route:	Sudbury, Sudbury - Pearson International, Toronto - Ottawa Intl Airport, Ottawa
Fare amount:	230.00 CAD
Taxes:	7.12 CA / 34.60 RC / 29.00 SQ
Ticket amount:	300.72 CAD
Issuing agency:	67524192
Date of issue:	05 August 2016
Form of payment:	
Endorsements:	GOC-ACJV

GENERAL INFORMATION

****

VENDOR NAME-PORTER AIRLINES
VENDOR TICKET NUMBER-0000000000
VENDOR LOCATOR-O3KEXI

****

CREDIT REQUEST PLEASE NOTE THAT HRG WAS UNABLE
TO APPLY THE CREDIT REQUESTED DUE TO
THE CREDIT WAS USED ON A DIFFERENT BOOKING

GST REGISTRATION NO. R136445095 QST REGISTRATION NO. TVQ M1015857826

GST is represented by tax code XG; HST is represented by tax code RC; QST is represented by tax code XQ.

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FOR FREE BAGGAGE ALLOWANCE AND/OR APPLICABLE FEES FOR CARRY-ON//CHECKED BAGGAGE RELATED TO YOUR FLIGHT - PLEASE VERIFY THE CARRIERS WEBSITE.

ACCOMMODATIONS:

PLEASE VERIFY THE RATE AT CHECK-IN AS LOCAL MARKET CONDITIONS MAY DICTATE A LOWER RATE.

THE SUPPLIERS PROVIDING SERVICES FOR YOUR RESERVATION MAY HAVE IMPOSED RESTRICTIONS CONCERNING THE ABILITY TO CHANGE OR MODIFY YOUR RESERVATION. THE DETAILS OF THESE RESTRICTIONS WERE PROVIDED EITHER TO YOU OR TO THE PERSON MAKING THE RESERVATION ON YOUR BEHALF. DURING THE ONLINE RESERVATION PROCESS THESE RESTRICTIONS WERE ACCEPTED PRIOR TO SUBMITTING YOUR RESERVATION FOR PURCHASE. SHOULD YOU HAVE ANY QUESTIONS OR CONCERNS, PLEASE CONTACT AN HRG NORTH AMERICA TRAVEL COUNSELLOR.

NO-SHOWS:

NO-SHOWS ARE NOT PERMITTED AND RESULT IN THE FORFEIT OF THE FULL AMOUNT OF THE FARE AT DEPARTURE TIME; PLEASE NOTE THAT NO-SHOWS AT ORIGINAL POINT OF DEPARTURE WILL ALSO RESULT IN CANCELLATION OF THE REMAINDER OF THE FLIGHTS.

CHANGES OR CANCELLATIONS MUST BE MADE PRIOR TO SCHEDULED TRAVEL DATE AND; FLIGHT TIME TO PREVENT NO SHOWS AND AVOID FORFEIT OF VALUE OF TICKET.

PLEASE NOTE THAT FARES MAY BE SUBJECT TO CHANGE AND ARE GUARANTED ONLY ONCE TICKETED.

Travel Industry regulations require the travel agency to advise the customer about the availability of optional trip cancellation insurance and optional out of province health insurance. Individuals may contact the travel insurance provider of their choice to obtain a personal quote. TICO NO. 1355825

HRG North America, 370 King St. W., Suite 700, Toronto ON M5V 1J9, 1-866-857-3578

LaurentianUniversity
UniversitéLaurentienne
935 Ramsey Lake Road / 935 chemin du lac Ramsey
Sudbury, Ontario, P3E 2C6
Tel: 705.675.1151
Fax: 705.675.4852

Invoice Facture

Bill To:

C/O William F Pentney

Invoice # / # Facture: DS04458
Invoice Date / Date de facture: 10/08/2016
Invoice Due: 09/09/2016
Datatel ID#:

For: : 19/08/2016 to 21/08/2016 1 Adult(s) and 0 Children

Sun Aug 21 2016

Item Type	Item Description	Quantity	Total	Discount	Net Amount	Credit account
ACCOMMODAT	Accom: West: 19/08/2016 to 21/	2	$100.00	$0.00	$100.00	20-1-5002005-431065

Total:	**$100.00**
Discount:	**$0.00**
Sub Total:	**$100.00**
HST:	**$13.00**
Total:	**$113.00**
Less Payments/Credits:	**$113.00**
Amount Due:	**$0.00**

GST R 119009686

Payable by credit card by calling (705)675.1151 ext. 1035, or cheque payable to Laurentian University, mailed to Campus Services.
A late payment charge of 1% per month will apply to the balance of this invoice if we have not received your payment by the invoice's due date.

Paiement par carte de crédit en composant le (705) 675-1151, poste 1035, ou par chèque à l'ordre de l'Université Laurentienne, envoyé aux Services du campus. Une pénalité de 1 % par mois s'applique au solde de cette facture si nous ne recevons pas votre paiement d'ici l'échéance indiquée.

Date/Time: 10/08/2016 11:10 AM **Page #:** 1

LaurentianUniversity
UniversitéLaurentienne

s.19(1)

Conference Services/Services de conférence

Accommodation Form / Formulaire pour le logement

Note: Please fill out a form for each guest room booking. / Remarque : Veuillez remplir un formulaire pour chaque réservation individuelle.

Personal Information/Renseignements personnels

Last Name/ Nom de famille: Pentney
First Name/Prénom: William F.
Title/Titre: Deputy Minister of Justice and Deputy Attorney General of Canada
Cell Number/Cellulaire: 613-793-0519
Email Address/adresse électronique: William.Pentney@justice.gc.ca
Address/adresse postale: 284 Wellington Street, Ottawa, ON K1A OH8

Accommodation Information/ Renseignements sur la réservation

Name of the Group Booking/Code de réservation: PCO Event / Évènement du BCP
Arrival Date d'arrivée: 19/08/2016
Departure Date de départ: 21/08/2016
Time of Arrival/ heure d'arrivée: 10:45 PM
Departure time/ heure de départ : 5:30 PM

Credit Card Information/Renseignements sur la carte de crédit

Credit Card Type de carte de crédit: Visa
Full Name on Credit Card/ Nom qui parait sur la carte: William Pentney
Credit Card Number/ Numéro de la carte:
Expiry Date / Date d'expiration:

By submitting this form, you are indicating that the above information is accurate and that you understand your credit card will be charged the total cost of your stay ($50/night+ HST) at the time of booking. En soumettant ce formulaire, vous confirmez que les renseignements ci-dessus sont exacts et acceptez que soit débité de votre carte de crédit le solde de votre réservation (50,00$/nuit +TVH) avant votre arrivée.

Aug 8/16.
Date

Email completed forms to conferenceservices@laurentian.ca / Veuillez envoyer le formulaire dûment rempli par voie électronique à conferenceservices@laurentian.ca

Please note that should you cancel your booking an admin fee of $45 will apply (unless the event is cancelled by PCO). SVP noter que si vous devez annuler votre réservation un frais administrative de 45 $ s'appliquera (sauf si l'événement est annulé par le BCP).

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DATE 08 / 19 / 2016
MONTH DAY YEAR

NO. 8209

PHONE

CHARGE TO
NAME OF PERSON/COMPANY

CARD NO.

EXP.

COD

FROM Airport Sudbury

TIME 11 HR 35 MIN ☐ AM ☑ PM

TO Travelodge - Western Residence

AMOUNT $ 70.00

TIP

TOTAL $ 70.00

PAID BY CHEQUE ☐ CASH ☑ CREDIT ☐ OTHER ☐

DRIVER NAME

CAR NO. 106

SUDBURY CAB

SECURE AND EFFICIENT TAXI SERVICE

P. 705-626-7968
F. 705-805-3288 TF. 1-888-669-9833
sudburycab@hotmail.com
JUST A CALL AWAY

BLUELINE

Job #

RECEIPT FOR CAB FARE

Amount 40 = Date Aug 22

From

To

Cab No. Driver

H.S.T. Included in meter fare

s.18(a)
s.19(1)

Department of Justice Canada | Ministère de la Justice Canada

PAYMENT VOUCHER — BORDEREAU DE PAIEMENT

- ☐ Scanned Documents / Documents numérisés
- ☐ Final Payment / Paiement Final
- ☐ Original document kept in legal file / Document original conservé dans le dossier

Region - Région:	Organization - Organisation:	Vendor code - Code fournisseur :
NCR	Minister's Office	100032

Payee name - Nom du bénéficiaire : Telus Communications Inc.

Address - Adresse :
PO Box 7575
Vanc. BC V6B 8N9

Date goods received or services rendered - Date de réception des produits ou services:

Date invoice received / Date de réception de la facture: 23.08.2016

CHEQUE STUB INFORMATION - INFORMATION SUR LE TALON DU CHÈQUE

Invoice number Numéro de la facture	Details Détails	Amount Montant
August 17 2016	Electronic mail & Network account [redacted]	105.27

ACCOUNTING INFORMATION *(FOR ADDITIONAL LINES SEE PAGE 2)* - **RENSEIGNEMENTS DE LA COMPTABILITÉ** *(POUR DES LIGNES SUPPLÉMENTAIRES - VOIR PAGE 2)*

	GL Account Compte général	Net Amount Montant net	HST/GST TVH/TPS	QST/ TVQ	Cost center Centre de coût	Fund Fonds	Functional Area Domaine Fonctionnel	Order Ordre	Assignment Affectation	Description	Commitment PO Engagement Bon de commande	Line Item L. d'item
1	2517	105.27			11050	15	4010			secure phone lines Aug 2016	300260325	
2												
3												

	Net Amount	HST/GST	QST/TVQ
Sub-Total	$ 105.27	$ 0.00	$ 0.00
Sub-Total Tax Amount		$ 0.00	
TOTAL	$ 105.27		

The following boxes must be check by the verifier - Les cases suivantes doivent être cochée par le vérificateur

- ☐ Services Rendered/Goods Supplied / Services rendus/marchandises livrées
- ☐ Contract Terms Met / Rencontre les Termes du contrat
- ☐ Supporting documentation / Documentation à l'appui

Account Verified - Name / Compte Vérifié - Nom	Signature	Date Y-A M D-J

Prepared by - Name / Préparé par - Nom	Date Y-A M D-J	G/R :
Anne Grenier	2016 08 24	

CERTIFIED PURSUANT TO SECTION 34 OF THE *FINANCIAL ADMINISTRATION ACT* [redacted] **DE LA *LOI SUR LES FINANCES PUBLIQUES***

Name - Nom	Signatu[redacted]	Date Y-A M D-J
		24 2016

JUS 396-4 (2014/01)

Your TELUS bill
August 17, 2016

TELUS®

s.18(a)
s.19(1)

JODY WILSON RAYBOULD
Account number:

Potential Canada Post Mail Disruption
Important Notice:
In the event of a Canada Post work disruption, you can stay informed of your monthly charges and avoid late fees by accessing your bill online. Visit telus.com/my-account to set up online billing.

Account summary turn over for details

Balance forward from your last bill		$348.38
New charges		
Home Phone	$105.27	
Other charges and credits	$6.97	
Total new charges		$112.24
Total due		**$460.62**

Did you forget your payment? The balance of $348.38 from your last bill is overdue and payable now. Please note that any payment received on or after the bill date of August 17, 2016 will be reflected on your next bill. If payment was already made, thank you.

1050-15-400
1517
100260325

JTA0605919-0018499-05245-0002-0001-00-

Can we help?
Visit our self-serve website at: www.TELUS.com
Call us at: 310-2255 or toll free at 1 888 811-2323

Write to us at:
TELUS
PO Box 7575
Vancouver, BC
V6B 8N9

OASIS TTL2009

GST/HST# 812758878 QST# 1211642781

TELUS is a trade name of TELUS Communications Company.

For payment options, see page 2.

Your account number	Bill date	Total if received by Sep 07, 2016
	Aug 17, 2016	$460.62

Payable on receipt

PTLCD01AED 05245

Amount you're paying
$

J WILSON RAYBOULD
284 WELLINGTON ST
OTTAWA ON K1A 0H8

⑆31111⑈9001⑆ 96

s.18(a)
s.19(1)

August 17, 2016
JODY WILSON RAYBOULD
Your Account

MIX Paper from responsible sources FSC C004212

Previous charges and payments

Amount due on your last bill	$348.38
Payment received	$0.00
Balance forward from your last bill	**$348.38**

Other charges and credits

Late payment charge Aug 17	$6.97
Total other charges and credits	**$6.97**

JTA060519-0016500-05245

Home phone

Charges for

Regular charges (Aug 17 to Sep 16)

TELUS Home Phone includes Local Line, Call Display, Visual Call Waiting, Call Return, 3 Way Calling and Voice Mail	$40.00
Bundle Discount	-$5.00
Unlisted Directory Charge	Free
E9-1-1 Provincial Network Fee	$0.09
Total home phone regular charges	$35.09
Total home phone charges for	$35.09

Payment options

- Online at telus.com/billing
- Online Banking: Select "TELUS Communications" from your financial institutions list of payee names.
- Telephone/PC Banking: contact your financial institution, allow 3 business days for bank processing
- Pre-authorized Credit Card or Bank Payments
- In person at most financial institutions, allow 3 business days for bank processing
- By mail with remittance. Allow 5 business days for payment to reach us.

Late Payment Charge and NSF Fee

Bills are due upon receipt. Late payment charges of 2% compounded monthly (26.82% per annum) will be applied if payment is not received by the date shown on the account statement. Items returned for insufficient funds are subject to a $25.00 administration charge.

TELUS service terms and conditions

You can find these in the White Pages Directory, in the section called "General Terms of Service" or online at **telus.com/serviceterms.**

Send your payment to:

TELUS
PO BOX 7575
VANCOUVER BC
V6B 8N9

s.18(a)
s.19(1)

August 17, 2016
JODY WILSON RAYBOULD
Your Account

TELUS®

Charges for

Regular charges (Aug 17 to Sep 16)

TELUS Home Phone includes Local Line, Call Display, Visual Call Waiting, Call Forwarding, 3 Way Calling and Voice Mail	$40.00	
Bundle Discount	-$5.00	
Unlisted Directory Charge	Free	
E9-1-1 Provincial Network Fee	$0.09	
Total home phone regular charges		$35.09
Total home phone charges for		$35.09

Charges for

Regular charges (Aug 17 to Sep 16)

TELUS Home Phone includes Local Line, Call Display, Visual Call Waiting, Call Return, Call Forwarding, 3 Way Calling and Voice Mail	$40.00	
Bundle Discount	-$5.00	
Unlisted Directory Charge	Free	
E9-1-1 Provincial Network Fee	$0.09	
Total home phone regular charges		$35.09
Total home phone charges for		$35.09

Total home phone charges $105.27

Commissioner for Complaints for Telecommunications Services
Do you have a complaint regarding your telecommunications services? If so, call us at 310-2255. If we can't resolve your complaint, the independent Commissioner for Complaints for Telecommunications Services (CCTS) may be able to assist you: www.ccts-cprst.ca or 1-888-221-1687.

'Credit/CR includes an amount on account of GST/HST, QST, and PST (based on the taxes levied in the Province of supply).

Thank you for choosing TELUS.

s.18(a)
s.19(1)

August 17, 2016
JODY WILSON RAYBOULD
Your Account #

MIX
Paper from responsible sources
FSC® C004212

JTA0605919-0316502-05245

1719008063

Department of Justice Canada
Ministère de la Justice Canada

CCM #: 2016-019440

APPROVAL SLIP

HOSPITALITY CLAIM

For approval by:	**Assistant Deputy Minister / Chief Financial Officer**
Event:	GCWCC Cabinet Meeting
Host:	William Pentney
Sector:	Deputy Minister's Office
Hospitality Amount:	33.73 $
Event Amount:	33.73 $
Vendor/Claimant:	Corner Kitchen
Date(s) of the Event:	August 25, 2016

RECOMMENDATION FOR: **Assistant Deputy Minister / Chief Financial Officer**

Your approval under Section 34 of the *Financial Administration Act* is required for this event.

William Pentney Attended

CONSIDERATIONS:

1. The actual per capita costs for the refreshments are below the TBS standard costs per person.
2. Johanne Bernard, Assistant Deputy Minister and Chief Financial Officer, approved the expenditure initiation and Section 32 of the *FAA* on the THCEE.

RECOMMENDED BY:	SIGNATURE	DATE
Carla Garcia *Chief, Accounting Operations and Client Services*	[signature]	Sept. 12 /16
Michelle Fortin *Director, Accounting Operations*	[signature]	Sept/13/16

Department of Justice Canada / Ministère de la Justice Canada

Fiscal Year / Année financière: 2016-2017

HOSPITALITY CLAIM PAYMENT VOUCHER / BORDEREAU DE PAIEMENT POUR UNE DEMANDE DE REMBOURSEMENT POUR DÉPENSES D'ACCUEIL

For approval by / Pour approbation par		Vendor(s) name / Nom du (des) fournisseur(s)	Corner Kitchen - 102824
Event / Événement	GCWCC Cabinet Meeting		
Sector / Secteur	Deputy Minister's Office		
Host / Hôte	Deputy Minister	Total hospitality cost / Coût total de l'accueil	$ 33.73
Event location(s) / Lieu(x) de l'événement	EMB- 4140	Other costs / Autres coûts	$ -
Date(s) of the event / Date(s) de l'événement	August 25, 2016	Total cost of the event / Coût total de l'événement	$ 33.73

Date	MEALS / REPAS Item Detail / Élément détaillé Please detail the refreshment (ex: coffee, tea, muffins, etc.) / Veuillez détailler les rafraîchissement (ex: café, thé, biscuits, etc.)	NUMBER OF PARTICIPANTS / NOMBRE DE PARTICIPANTS Approved / Autorisé Public servant(s) / Fonctionnaire(s)	Approved / Autorisé Non-public servant(s) / Non fonctionnaire(s)	Actual / Réel Public servant(s) / Fonctionnaire(s)	Actual / Réel Non-public servant(s) / Non fonctionnaire(s)	TBS LIMITS / LIMITES DU SCT Average / Moyenne	Maximum	COST / COÛT PER CAPITA Actual / Réel	TOTAL COST / COÛT TOTAL Approved / Autorisé	Actual / Réel
25/08/2016	Coffee	20	10	15	9	8.40	12.60	1.41	33.73	33.73
							-	-		
							-	-		
							-	-		
							-	-		
							-	-		
							-	-		
							-	-		
							-	-		
							-	-		

Due to the formatting of some of the cells, the amounts are rounded to the second decimal.
Compte tenu du formatage, les montants sont arrondis à la deuxième décimale.

	Approved	Actual
Total hospitality cost / Coût total de l'accueil		33.73
Other costs / Autres coûts	-	-
Total cost of the event / Coût total de l'événement	-	33.73

Comments / Commentaires

Prepared by / Préparé par: Sylvie Crispin — Name (type or print) / Nom (lettres moulées ou caractères d'imprimerie) — Signature: S. Crispin — Date (D-J/M/Y-A): 31/08/16

Account verified by Finance / Compte vérifié par Finances: Samantha Allard — Name (type or print) / Nom (lettres moulées ou caractères d'imprimerie) — Signature: Samantha Allard — Date (D-J/M/Y-A): 08/09/2016

Department of Justice Canada / Ministère de la Justice Canada

Fiscal Year / Année financière: 2016-2017

HOSPITALITY CLAIM PAYMENT VOUCHER / BORDEREAU DE PAIEMENT POUR UNE DEMANDE DE REMBOURSEMENT POUR DÉPENSES D'ACCUEIL

Event / Événement	GCWCC Cabinet Meeting	Total hospitality cost / Coût total de l'accueil	$ 33.73
Host / Hôte	Deputy Minister	Other costs / Autres coûts	$ -
Date(s) of the event / Date(s) de l'événement	August 25, 2016	Total cost of the event / Coût total de l'événement	$ 33.73

Vendor Code / Code fournisseur: | Payee Name / Nom du bénéficiaire: | Invoice Number / Numéro de facture: | Invoice Date / Date de la facture:

GL Account / Compte de GL	Net Amount / Montant net	HST/GST / TVH/TPS	QST / TVQ	Cost Center / Centre de coûts	Fund / Fonds	Functional Area / Domaine fonctionnel	Order / Ordre	Assignment / Affectation	Description	Commitment / PO / Engagement / B.C.	Line Item / L. d'item
2401	$ 29.85	$ 3.88		12000	15	4010	502389		Coffee	300261945	1

Sub-total / Sous-total	$ 29.85	$ 3.88	$ -
Sub-total taxes / Sous-total taxes		$ 3.88	
Total	$ 33.73		

Vendor Code / Code fournisseur: | Payee Name / Nom du bénéficiaire: | Invoice Number / Numéro de facture: | Invoice Date / Date de la facture:

GL Account / Compte de GL	Net Amount / Montant net	HST/GST / TVH/TPS	QST / TVQ	Cost Center / Centre de coûts	Fund / Fonds	Functional Area / Domaine fonctionnel	Order / Ordre	Assignment / Affectation	Description	Commitment / PO / Engagement / B.C.	Line Item / L. d'item

Sub-total / Sous-total	$ -	$ -	$ -
Sub-total taxes / Sous-total taxes		$ -	
Total	$ -		

Vendor Code / Code fournisseur: | Payee Name / Nom du bénéficiaire: | Invoice Number / Numéro de facture: | Invoice Date / Date de la facture:

GL Account / Compte de GL	Net Amount / Montant net	HST/GST / TVH/TPS	QST / TVQ	Cost Center / Centre de coûts	Fund / Fonds	Functional Area / Domaine fonctionnel	Order / Ordre	Assignment / Affectation	Description	Commitment / PO / Engagement / B.C.	Line Item / L. d'item

Sub-total / Sous-total	$ -	$ -	$ -
Sub-total taxes / Sous-total taxes		$ -	
Total	$ -		

Certified pursuant to Section 34 of the FAA / Certifié en vertu de l'article 34 de la LGF

Name (type or print) / Nom (lettres moulées ou caractères d'imprimerie)	Signature	Date (D-J/M/Y-A)
Johanne Bernard	[signature]	Sept. 13, 2016

Please send payment to address on this invoice only

CK

Q 12507

Place de Ville, 320 Queen Street (Mall Level)
Ottawa, Ontario K1R A3 Tel/Fax: (613) 594-8455
www.greateroffices.com

COMPANY NAME:	DEL. DAY	DATE
ADDRESS:	DELIVERY TIME	

CONTACT PERSON & PHONE NO:	GIVE INV. TO:	# OF PEOPLE

	TOTAL	
	29	85
Net 30 Days. Interest of 2% per month will apply to overdue accounts. SUB TOTAL	29	85
☐ Terms of payment ______ H.S.T.	3	58
Received ______ TOTAL	33	43
HST/GST #87179 2842 RT0001		

Customer assumes responsibility for equipment.

s.19(1)

GOVERNMENT OF CANADA
WORKPLACE CHARITABLE
CAMPAIGN

CAMPAGNE DE CHARITÉ EN
MILIEU DE TRAVAIL
DU GOUVERNEMENT
DU CANADA

GCWCC 2016 NCR Campaign Cabinet Meeting
Réunion du Cabinet de la CCMTGC 2016 de la RCN

August 25, 2016 / le 25 août 2016
10:00 am to 12:00 pm / de 10 h à 12 h

Department of Justice Canada
284 Wellington Street, Boardroom 4140
Ministère de la Justice
284, rue Wellington, Salle de conférence 4140

Time	Item	Lead
10:00am 10 h	In Camera Session [Federal Cabinet Members Only] / Séance à huis clos [Pour les membres du cabinet fédéral seulement]	Chairs and Federal Cabinet Members
10:15am 10 h 15	Campaign Rollout Plan / Mise en œuvre du plan de campagne ➢ Approach and key considerations / Approche et considérations clés ➢ Communication activities and key messages / Les activités de communication et les messages clés ➢ Cabinet lead(s) for all-champions/leaders session / Membre(s) du Cabinet pour la présidence de la session pour les champions et les chefs	William Pentney
11:00am 11 h 00	Goal Setting / Fixer l'objectif	[redacted]
11:30am 11 h 30	Youth Cabinet Update / Mise à jour des jeunes du Cabinet	Tasha Taylor, Greg White, Pascale Elvas
11:45am 11 h 45	Roundtable / Tour de table	All/ tous

Upcoming Events / Activités à venir

GCWCC Launch – September 7th, 2016 10:30am to 11:00am registration/
11:00am to 12:30pm event – Grounds of Rideau Hall /
Lancement de la CCMTGC – 7 septembre 2016, 10 h 30 à 11 h inscription/
11 h à 12 h 30 évènement – Jardins de Rideau Hall

GCWCC Seeing is Believing Tour/ Tournée Le voir, c'est le croire de la CCMTGC
September 9th 2016 time and location TBD /
Le 9 septembre 2016, heure et endroit à être déterminer

Next NCR Cabinet meeting / Prochaine réunion du cabinet de la RCN
September 30, 2016 (10:00 am - 12:00 pm) 284 Wellington Street room 4140 /
Le 30 septembre 2016 (10 h à 12 h) – 284, rue Wellington, Salle 4140

This campaign is managed by United Way/Centraide
Cette campagne est gérée par Centraide/United Way

www.gcwcc.org • www.ccmtgc.org

s.19(1)

GCWCC NCR Cabinet Meeting Participants - August 25, 2016

NAMES OF NCR MEMBERS	EMAIL ADDRESSES	Organization
William F. Pentney	william.pentney@justice.gc.ca	Government of Canada
Marie Lemay	marie.lemay@pwgsc-tpsgc.gc.ca	Government of Canada
Shereen Benzvy Miller	shereen.benzvymiller@ic.gc.ca	Government of Canada
Michelle Kovacevic	michelle.kovacevic@hc-sc.gc.ca	Government of Canada
Frances McRae	Frances.Mcrae@pco-bcp.gc.ca	Government of Canada
Dan Danagher	dan.danagher@international.gc.ca	Government of Canada
Bill Matthews	Bill.Matthews@tbs-sct.gc.ca	Government of Canada
Elizabeth Tromp	elizabeth.tromp@canada.ca	Government of Canada
Sarah Paquet	sarah.paquet@tpsgc-pwgsc.gc.ca	Government of Canada
Dan Couture	Dan.couture@cra-arc.gc.ca	Government of Canada
Tasha Taylor	Tasha.taylor@fin.gc.ca	Government of Canada
Maureen Hayes	maureen.hayes@pwgsc-tpsgc.gc.ca	Government of Canada
Kim Tuson	Kim.Tuson@justice.gc.ca	Government of Canada
Greg White	greg.white@canada.ca	Government of Canada
Pascale Elvas	pascale.elvas@canada.ca	Government of Canada
	15	
		United Way
		United Way
		United Way
		United Way
		United Way
		United Way
		United Way
		Centraide Outaouais
		Retiree
	9	

Deputy Minister's Office
Q3 Travel, Hospitality, Conferences, and Events Expenditures Submission
July 2015

Section 1: Activity Information (Mandatory) / Information sur les activités (obligatoire)								Section 2: Additional Travel Details / Détails supplémentaires de voyage	Section 3: Hospitality / Accueil								Section 4: Conferences / Conférences	Section 5: Events - Other Expenditures / Événements - Autres dépenses	Section 6: Other Comments / Autres commentaires	Section 7: Summary / Sommaire						
Activity Number / Numéro de l'activité	Core or Non-Core / Essentielles ou non-essentielles	What? / Quoi?	Why? / Pourquoi?	Rationale for # of Participants	Date From / De	Date To / À	Location / Emplacement	Estimated Expenditures / Estimation des dépenses	# of Participants: Public Servants / Fonctionnaires	# of Participants: Non-Public Servants	Host / Hôte	Location / Emplacement	Type / Catégorie	Cost per individual / Coût par personne	Total Cost / Coût total				Description	Total Forecasted Expenditures / Dépenses totales prévues	Funding / Financement	Cost Centre / Centre de coût	Level of Approval Required / Niveau d'approbation requis	Sector	Name / Nom	Phone #
1	Non-Core	GCWCC Cabinet meetings	Meeting is intended as a coming together of the volunteer structure with the GoC (DM-level chair and co-chair, ADM-level representatives from various departements) and management support offered by the United Way Ottawa in persuit of a successful campaign in the name of Treasury Board	30 (public servant Champions and Campaign Leaders, and United Way account managers)	Aug 25th, 2016		Ottawa 284 Wellington EMB-4140	$0.00	20	10	William F. Pentney Q.C.	Government facility / Installation gouvernementale	Refreshment / Rafraîchissement	$4.00	$120.00					$120.00	Justice (JUS)	12000	CFO / DPF	DMO	Danielle Vaillancourt	613-946-3388
Grand Total / Grand Total																			$120.00							

Section 8: Approvals / Approbations

Recommended by / Recommandé par: [signature] 23/08/2016
Financial Management Advisor or Regional Director of Finance / Conseiller en gestion financière ou Directeur régional des finances — Date

Recommended by / Recommandé par: [signature] 23/8/2016
Director of Business Management / Directeur de la gestion des activités — Date

Expenditure Initiation Authority and Certified pursuant to Section 32 of the *Financial Administration Act* / Pouvoir d'engagement des dépenses et Certifié en vertu de l'Article 32 de la *Loi sur la gestion des finances publiques*

[signature] 25/8/2016
Name / Nom — Signature — Initials — Date

Name / Nom — Signature — Initials — Date

Recommended and approved by [signature]
Michelle Fortin
Director, Accounting Operations Division, FPB 25/08/16

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Expense Report Statement

Expense Report Name: New Zealand Augu 25 to Sept 1 2016-1

Traveller Name: *WILLIAM FRED PENTNEY*

TIN: *W447676*

Prepared By: *WILLIAM PENTNEY*

Policy Module: *M4 - International - Overnight Stay*

Trip Purpose: *Core Mandate - Meetings*

Other Trip Purpose:

Travel Request Name: *1I3G8A5*

Travel Start Date: *25/08/2016*

Travel End Date: *03/09/2016*

ER Approval Status: *Approval Required*

Primary Location:

Secondary Location:

Comments:

Offline TAN: *ANB866897*

Fiscal Year: *2016-2017*

Travel Outside Default Division: *N*

Vendor Code: *27327957*

Event:

Expense Report Summary

Expense Summary

Total allocated expenses :	**20,260.73**
(Minus) Total non-reimbursable expenses :	17,899.24
Total reimbursable expenses :	**2,361.49**
Total due traveller :	**2,361.49**

Non-Reimbursable Expenses

Expense Type	Date		Foreign Amount	Tax Amount	Amount
25) Transaction/Service Charges Hrg Anb866897 4.04	01/08/2016	1506 - 12000 - 0130 - 4010 - 15 - - 3003 -			89.27 89.27
25) Transaction/Service Charges Hrg Anb866897 4.04	05/08/2016	1506 - 12000 - 0130 - 4010 - 15 - - 3003 -			89.27 89.27

Expense Type	Date		Foreign Amount	Tax Amount	Amount
5) Commercial Air Air Can 0149565488191 Air NZ 0869565490825 Air Canada	29/07/2016	1506 - 12000 - 0130 - 4010 - 15 - - 3003 -			9,775.50 9,775.50
5) Commercial Air Air Can 0149565488191 Air NZ 0869565490825 Air New Zealand	04/08/2016	1506 - 12000 - 0130 - 4010 - 15 - - 3003 -			7,945.20 7,945.20
				Total non-reimbursable expenses (CAD)	17,899.24

Reimbursable Expenses

Expense Type	Date		Foreign Amount	Tax Amount	Amount
11) Taxi	01/09/2016	1506 - 12000 - 0130 - 4010 - 15 - - 3003 - 8500 - 0130 - 0000 - 10006 - 82 - - -		ON*HST 4.29	35.71 40.00
16) Commercial Accommodation Inter-Continental Hotels	31/08/2016	1506 - 12000 - 0130 - 4010 - 15 - - 3003 -	1,853.39 (NZD)		1,758.43 1,758.43
2) Allowance: Meals, Incidentals & Private Accommodation	31/08/2016	1506 - 12000 - 0130 - 4010 - 15 - - 3003 - - - - - - - -			281.91 281.91
	31/08/2016	1506 - 12000 - 0130 - 4010 - 15 - - 3003 - - - - - - - -			246.55 246.55
	31/08/2016	1506 - 12000 - 0130 - 4010 - 15 - - 3003 - 8500 - 0130 - 0000 - 10006 - 82 - - -		ON#HST 3.98	30.62 34.60
				Total reimbursable expenses (CAD)	2,361.49

Tax Coding Summary

HST	Total Amount
8500 - 0130 - 0000 - 10006 - 82 - - -	8.27

Financial Coding Summary

Financial Coding	Total Excl. Tax	Total Incl. Tax
1506 - 12000 - 0130 - 4010 - 15 - - 3003 -	20,252.46	20,260.73

Approval History

Date And Time	Approver	Approval Status	Comment
21/09/2016 16:16:45	WILLIAM PENTNEY	Comments Submitted	The DM's Driver drove him to the airport for his flight to New Zealand on August 25. Because the DM accompanied the Minister on this trip, ground transportation in New Zealand was provided by the government of New Zealand. Please see attached for hotel justification.
21/09/2016 16:15:30	WILLIAM PENTNEY	Comments Submitted	The DM's Driver drove him to the airport for his flight to New Zealand on August 25.

Signatures

I certify that the amounts included in this Expense Report were incurred on authorized government business travel.

Traveller Name *WILLIAM FRED PENTNEY* **Submit Date** ____________________

Signature

Recommender Name *Samantha Allard* **Recommended Date** ____________________

Signature

Certified pursuant to section 34 of the Financial Administration Act.

Approver Name *Johanne Bernard* **Approval Date** ____________________

Signature

Processor Name ____________________ **Processed Date** ____________________

Signature

View Linked Transactions

Transaction: Details

Purchase: 01/08/2016
Amount: $89.27 CAD
Hrg Anb866897 4.04, Toronto

Expenses | Coding | Approval | Summary

Hrg Anb866897 4.04, Toronto ON

Transaction Date	01/08/2016
Posting Date	03/08/2016
Internal Reference	H1320160804hflbunerk

Supplier Category Details

Merchant Group	Transportation
Merchant Category	Travel Agencies and Tour Operators (4722)

View Audit History

Card Transaction | Transaction Line Item | Travel Agency

Extended Transaction Details

Ticket Number	X9ZBPU
Identifier Detail	X9ZBPU
Identifier Type	TKTNUM
Fee Amount	89.27
Fee Amount Type	4.04

avel Request

'el Request

ement - WILLIAM PENTNEY-

Foreign Exchange Rate Calculator

Back   Add Foreign Currency

NZD - New Zealand Dollar

0.94876416

Calculate Exchange Rate

s.18(a)
s.19(1)

STS SVP
Shared Travel Services | Services de voyage partagés

HRG

E-Ticket Itinerary Receipt and Invoice

04 August 2016

THANK YOU FOR BOOKING WITH THE HOGG ROBINSON GROUP (HRG) GOVERNMENT OF CANADA TRAVEL SERVICES. THIS DOCUMENTATION CONFIRMS YOUR TRAVEL ARRANGEMENTS.

THE INFORMATION CONTAINED IN THIS DOCUMENT IS PROVIDED BY HRG NORTH AMERICA VIA TRAVELPORT AND OTHER THIRD-PARTY VENDORS. AS SUCH, SOME CONTENT IS AVAILABLE IN ENGLISH ONLY.

PLEASE REVIEW TO ENSURE THAT ALL INFORMATION IS CORRECT.

TRAVELLERS ARE RESPONSIBLE FOR VERIFYING THEIR TRAVEL DOCUMENTS UPON RECEIPT.

ACCEPTANCE OF YOUR ITINERARY CONSTITUTES AGREEMENT WITH ITS CONTENTS.

ANY DISCREPANCY MUST BE REPORTED TO HRG NORTH AMERICA PRIOR TO 8PM EST THE SAME BUSINESS DAY.

HRG WILL NOT INCREASE THE PRICE AFTER TICKET ISSUANCE.

Itinerary details

Trip locator:	X9ZBPU
Traveller:	Mr WILLIAM FRED PENTNEY

Account references

Traveller Category :	Public Servants
Travel Directive Module :	M4 - International - Overnight
THCEE Trip Category :	Core Mandate
Trip Purpose :	Core Mandate - Meetings
TAN :	ANB866897
Rationale for not using virtual presence :	Personal attendance required

Itinerary summary

Traffic	Date	From-to/location	Supplier	Times	Class/room	Status
✈	25 Aug 2016	YOW - YVR	AC139	19:55-22:10	Business	Booked
✈	25 Aug 2016	YVR - SYD	NZ4761	23:40-08:15	Business	Booked
✈	27 Aug 2016	SYD - WLG	NZ846	09:45-15:00	Economy	Booked
✈	31 Aug 2016	WLG - AKL	NZ452	15:45-16:50	Economy	Booked
✈	31 Aug 2016	YVR - YOW	AC188	17:20-00:58	Business	Booked
✈	31 Aug 2016	AKL - YVR	NZ24	20:05-14:10	Business	Booked

Frequent flyer cards:

E-ticket 1

Traveller name:	PENTNEY/WILLIAM
Ticket number:	0869565490825
Route:	Ottawa Intl Airport, Ottawa - Vancouver Intl Airport, Vancouver - Kingsford-Smith International, Sydney - Wellington Intl, Wellington - Auckland Intl Airport, Auckland - Vancouver Intl Airport, Vancouver - Ottawa Intl Airport, Ottawa
Fare amount:	7829.00 CAD
Taxes:	25.91 CA / 2.99 RC / 87.30 XT
Ticket amount:	7945.20 CAD
Issuing agency:	67524192
Date of issue:	04 August 2016
Form of payment:	
Endorsements:	NONENDORSABLE-NONREROUTENONRE/F-SPCL COND APPLYNONREF-SPCL/COND APPLYAPPLY

s.18(a)

E-ticket 2

Traveller name:	PENTNEY/WILLIAMF
Ticket number:	0149565488191
Route:	Ottawa Intl Airport, Ottawa - Vancouver Intl Airport, Vancouver - Kingsford-Smith International, Sydney - Auckland Intl Airport, Auckland - Kingsford-Smith International, Sydney - Vancouver Intl Airport, Vancouver - Ottawa Intl Airport, Ottawa
Fare amount:	9658.00 CAD
Taxes:	25.91 CA / 2.99 RC / 88.60 XT
Ticket amount:	9775.50 CAD
Issuing agency:	67524192
Date of issue:	29 July 2016
Form of payment:	
Endorsements:	GOC-ACJV

Air Canada
Flight # AC139

Booking reference: KJPIME
Status: Booked

Departing:	Ottawa Intl Airport, Ottawa, Canada (YOW)
Date/time:	25 August 2016, 19:55
Arriving:	Vancouver Intl Airport, Vancouver, Canada (YVR), Terminal M
Date/time:	25 August 2016, 22:10
Duration:	5h15m
Aircraft:	Airbus A320-100/200 Narrowbody Jet
Cabin class:	Business (P)
Seat:	03C
Baggage allowance:	2PC

Add to calendar

Air New Zealand
Operated By: Air Canada
Flight # NZ4761

Booking reference: NR8VJH
Status: Booked

Departing:	Vancouver Intl Airport, Vancouver, Canada (YVR), Terminal M
Date/time:	25 August 2016, 23:40
Arriving:	Kingsford-Smith International, Sydney, Australia (SYD), Terminal 1
Date/time:	27 August 2016, 08:15
Duration:	15h35m
Aircraft:	BOEING 777-200LR Widebody Jet
Cabin class:	Business (J)
Seat:	02K
Baggage allowance:	2PC

Add to calendar

Air New Zealand
Flight # NZ846

Booking reference: NR8VJH
Status: Booked

Departing:	Kingsford-Smith International, Sydney, Australia (SYD), Terminal 1
Date/time:	27 August 2016, 09:45
Arriving:	Wellington Intl, Wellington, New Zealand (WLG)
Date/time:	27 August 2016, 15:00
Duration:	3h15m
Aircraft:	Airbus A320-100/200 Narrowbody Jet
Cabin class:	Economy (Y)
Baggage allowance:	2PC

Add to calendar

Seat: 13C

Air New Zealand
Flight # NZ452

Booking reference: NR8VJH
Status: Booked

Departing:	Wellington Intl, Wellington, New Zealand (WLG)
Date/time:	31 August 2016, 15:45
Arriving:	Auckland Intl Airport, Auckland, New Zealand (AKL), Terminal D
Date/time:	31 August 2016, 16:50
Duration:	1h5m
Aircraft:	Airbus A320-100/200 Narrowbody Jet
Cabin class:	Economy (Y)
Seat:	07C
Baggage allowance:	2PC

Add to calendar

Air Canada
Flight # AC188

Booking reference: KJPIME
Status: Booked

Departing:	Vancouver Intl Airport, Vancouver, Canada (YVR), Terminal M
Date/time:	31 August 2016, 17:20
Arriving:	Ottawa Intl Airport, Ottawa, Canada (YOW)
Date/time:	01 September 2016, 00:58
Duration:	4h38m
Aircraft:	Airbus A320-100/200 Narrowbody Jet
Cabin class:	Business (P)
Seat:	02D
Baggage allowance:	2PC

Add to calendar

Air New Zealand
Flight # NZ24

Booking reference: NR8VJH
Status: Booked

Departing:	Auckland Intl Airport, Auckland, New Zealand (AKL), Terminal I
Date/time:	31 August 2016, 20:05
Arriving:	Vancouver Intl Airport, Vancouver, Canada (YVR), Terminal M
Date/time:	31 August 2016, 14:10
Duration:	13h5m
Aircraft:	Boeing 777-200 Widebody Jet
Cabin class:	Business (D)
Seat:	07J
Baggage allowance:	2PC

Add to calendar

Fare details

Fare accepted:	7829.00 CAD
Taxes and fees:	25.91 CA / 23.00 SQ / 20.40 F1 / 11.40 IA / 32.50 KK / 2.99 RC
Total amount:	7945.20 CAD
Fare routing:	YOW - YVR YVR - SYD SYD - WLG WLG - AKL AKL - YVR YVR - YOW

Service Fees

Fee 1 Base:	79.00 CAD
Fee 1 Taxes:	10.27 CAD HST
Fee 1 Total:	89.27 CAD

GENERAL INFORMATION
BEST AVAILABLE FARE WAS BOOKED.
RESTRICTIONS MAY APPLY. CHANGES MUST BE MADE PRIOR
TO ORIGINAL TRAVEL DATE AND FLIGHT TIME OR VALUE
OF TICKET WILL BE FORFEITED.

GST REGISTRATION NO. R136445095 QST REGISTRATION NO. TVQ M1015857826

GST is represented by tax code XG; HST is represented by tax code RC; QST is represented by tax code XQ.

FOR ASSISTANCE OR IN TRANSIT EMERGENCY SERVICE PLEASE CONTACT HRG ANYTIME AT 1-866-857-3578 WITHIN NORTH AMERICA OR FROM OUTSIDE CANADA / USA; CALL COLLECT AT 1-613-822-3873.

FOR CREDIT CARD SUPPORT DUE TO LOST OR STOLEN CARDS PLEASE USE PHONE NUMBER ABOVE; SELECT OPTION 4 IMPORTANT; THE NAME ON THE IDENTIFICATION MUST MATCH THE NAME ON THE RESERVATION; BOARDING PASS.

FOR FLIGHTS WITHIN CANADA ALL PASSENGERS MUST PRESENT ONE PIECE OF VALID GOVERNMENT ISSUED PHOTO IDENTIFICATION THAT INCLUDES NAME / DATE OF BIRTH AND GENDER.

FOR FLIGHTS TO/FROM THE UNITED STATES ALL PASSENGERS ARE REQUIRED TO PRESENT A VALID PASSPORT.

CITIZENS OF COUNTRIES OTHER THAN CANADA AND THE UNITED STATES SHOULD CONTACT THEIR CONSULATE OR EMBASSY FOR BOARDING REQUIREMENTS OR CONSULT HRG GOVERNMENT TRAVEL SERVICE.

PROOF OF ONWARD OR RETURN TRAVEL MAY BE REQUIRED AT CHECK-IN.

PASSPORT AND VISA REQUIREMENTS:

PLEASE ENSURE PASSPORT IS VALID FOR 6 MONTHS BEYOND EXPECTED RETURN DATE.

ALL CHILDREN REGARDLESS OF AGE MUST HAVE THEIR OWN PASSPORT

CITIZENS OF COUNTRIES OTHER THAN CANADA AND THE UNITED STATES SHOULD CONTACT THE CONSULATE OR EMBASSY FOR PASSPORT AND VISA REQUIREMENTS OR CONSULT HRG GOVERNMENT TRAVEL SERVICE.

CHECK-IN:

* PLEASE ALLOW 2HRS FOR DOMESTIC (CANADA); TRANSBORDER (USA) CHECK-IN

* ALLOW 3HRS FOR ALL INTERNATIONAL CHECK-IN

THE AIRLINES RESERVE THE RIGHT TO DENY BOARDING IF MINIMUM CHECK-IN TIMES ARE NOT MET

FLIGHT TIMES ARE SUBJECT TO CHANGE; PLEASE RE-CONFIRM FLIGHT TIMES PRIOR TO DEPARTURE.

IF YOU ARE TRAVELLING TO AN INTERNATIONAL DESTINATION, PLEASE RECONFIRM YOUR RESERVATIONS 72 HOURS PRIOR TO DEPARTURE DIRECTLY WITH THE AIR CARRIER.

FOR FREE BAGGAGE ALLOWANCE AND/OR APPLICABLE FEES FOR CARRY-ON//CHECKED BAGGAGE RELATED TO YOUR FLIGHT - PLEASE VERIFY THE CARRIERS WEBSITE.

ACCOMMODATIONS:

PLEASE VERIFY THE RATE AT CHECK-IN AS LOCAL MARKET CONDITIONS MAY DICTATE A LOWER RATE.

THE SUPPLIERS PROVIDING SERVICES FOR YOUR RESERVATION MAY HAVE IMPOSED RESTRICTIONS CONCERNING THE ABILITY TO CHANGE OR MODIFY YOUR RESERVATION. THE DETAILS OF THESE RESTRICTIONS WERE PROVIDED EITHER TO YOU OR TO THE PERSON MAKING THE RESERVATION ON YOUR BEHALF. DURING THE ONLINE RESERVATION PROCESS THESE RESTRICTIONS WERE ACCEPTED PRIOR TO SUBMITTING YOUR RESERVATION FOR PURCHASE. SHOULD YOU HAVE ANY QUESTIONS OR CONCERNS, PLEASE CONTACT AN HRG NORTH AMERICA TRAVEL COUNSELLOR.

NO-SHOWS:

NO-SHOWS ARE NOT PERMITTED AND RESULT IN THE FORFEIT OF THE FULL AMOUNT OF THE FARE AT DEPARTURE TIME; PLEASE NOTE THAT NO-SHOWS AT ORIGINAL POINT OF DEPARTURE WILL ALSO RESULT IN CANCELLATION OF THE REMAINDER OF THE FLIGHTS.

CHANGES OR CANCELLATIONS MUST BE MADE PRIOR TO SCHEDULED TRAVEL DATE AND; FLIGHT TIME TO PREVENT NO SHOWS AND AVOID FORFEIT OF VALUE OF TICKET.

PLEASE NOTE THAT FARES MAY BE SUBJECT TO CHANGE AND ARE GUARANTED ONLY ONCE TICKETED.

Travel Industry regulations require the travel agency to advise the customer about the availability of optional trip cancellation insurance and optional out of province health insurance. Individuals may contact the travel insurance provider of their choice to obtain a personal quote. TICO NO. 1355825

HRG North America, 370 King St. W., Suite 700, Toronto ON M5V 1J9, 1-866-857-3578

Sheridan, Kathleen

From:	Désormeaux, Suzanne
Sent:	2016-Sep-21 4:14 PM
To:	Sheridan, Kathleen
Subject:	FW: New Zealand - Deputy Minister - hotel costs

From: Douglas, Michelle
Sent: 24 août 2016 9:58
To: Désormeaux, Suzanne <Suzanne.Desormeaux@justice.gc.ca>
Subject: FW: New Zealand - Deputy Minister - hotel costs

Hi Suzanne,

Further to our discussions on the issue of the hotel costs for August 27th, please note the following:

- On August 9th, we asked our High Commission colleagues in Wellington to book a room for the DM and for me on August 27th (among other requests). We have an email to confirm this.
- On August 18th, it came to light that all other reservations had been made with the exception of the room booking for August 27th (just applies to the DM and me). It was simply an oversight.
- When we realized that the August 27th booking hadn't been made for the DM and me, we asked our diplomats to look for options for us. They looked at many hotel options but could not find anything in a standard price range (I have an email to that effect).
- Why is it difficult to find a room in Wellington on August 27th? Because it is the night that the Bledisloe Cup will take place in Wellington. The Bledisloe Cup is a rugby match between the national teams of Australia and New Zealand that has been competed for since the 1930s. It's a big deal and the city's hotel rooms are sold out that night.
- So, the rate of $809NZD (approx. $765CDN) was obtained for one night and indeed, this rate had to be negotiated by our High Commission.
- The next day, the DM and I will move hotel rooms within the same hotel (Intercontinental) in order to secure a much lower rate for the remainder of our time in Wellington.
- Why the Intercontinental Hotel? This is the hotel chosen for Minister Wilson Raybould and her delegation by the government of New Zealand. Some meetings will be held at the hotel.
- As the Government of New Zealand if paying for the Minister + 1, I was told that they will pay the $809NZD as well for the Minister +1 for August 27th as well, in order to facilitate an early check in by the Minister when she arrives in Wellington early on August 28th.

If you have any other questions, please let me know.

Thanks,
Michelle

From: Douglas, Michelle
Sent: 2016-Aug-18 10:16 AM
To: Désormeaux, Suzanne <Suzanne.Desormeaux@justice.gc.ca>; Sheridan, Kathleen <Kathleen.Sheridan@justice.gc.ca>
Cc: McIntyre, Janet <Janet.McIntyre@justice.gc.ca>; Roy, Paul <Paul.Roy@justice.gc.ca>
Subject: New Zealand - Deputy Minister

s.19(1)

BLUELINE

Job #

RECEIPT FOR CAB FARE

Amount 40.00 Date Sept. 1/16

From Airport

To Barrhaven

Cab No. [redacted] Driver [redacted]

H.S.T. Included [redacted]

VISA MasterCard AMERICAN EXPRESS Interac

INTERCONTINENTAL
WELLINGTON

s.19(1)

Mr William Pentney
284 Wellington Street
Ottawa
Ontario ON KIA0H8
Canada

Company Name: Visits and Ceremonial Office

Room No.	:	606
Arrival	:	28/08/16
Departure	:	31/08/16
Page No.	:	1 of 1
Cashier	:	
Date	:	31/08/16 08:46
Voucher #	:	back to back
G.S.T. No.	:	105 827 687

TAX INVOICE 610972

Date	Description	Reference	Debit NZD	Credit NZD
27/08/16	Accommodation	Pentney William #822=>Pentney Will	809.00	
28/08/16	Package Charge		339.00	
29/08/16	Package Charge		339.00	
30/08/16	Package Charge		339.00	
31/08/16	Merchant Service Fee		27.39	
31/08/16	Visa Card			1,853.39
		Total	1,853.39	1,853.39

I agree that I am personally liable for the payment of the foregoing statement and if the person, company or association indicated by me as being responsible for payment of the same does not do so, that my liability for such payment shall be joint and several with such person, company or association.

Total net of Tax	1,587.83	NZD
GST	241.75	NZD
Total including Tax	1,853.39	NZD

* Indicates non-taxable supply

Balance Due $ 0.00 NZD

Guest Signature:______________________

"Earn double points when charging Food and Beverage to your room. Register now at www.ihg.com/2Xfordining"

2 Grey Street, PO Box 175, Wellington, New Zealand. Tel:64 (4) 472 2722 Fax: 64 (4) 472 4724

www.intercontinental.com * wellington@ihg.com

Doc # 1 7-19-00-9-049 (4)

s.19(1)

Government of Canada / Gouvernement du Canada

Travel Expense Report / Note de Frais de Voyages

Type 2

Travel No. - N° du voyage: JWR Aug 26-Sept 06 2016 NZ/V:

Name of Claimant - Nom du demandeur: Jody Wilson-Raybould

Department - Ministère: Justice

Branch - Direction: Minister's Office

Address - Adresse: EMB 4th floor

Telephone - Téléphone:

Send Cheque to - Envoyer le chèque à l'adresse suivante: EMB 4th floor

Purpose of Travel - But du voyage: Prime Minister's Fellowship Program - NZ / Attending Aboriginal First Nations Conference - Vancouver

EXPENSES PREPAID BY DEPARTMENT - DÉPENSES PAYÉES À L'AVANCE PAR LE MINISTÈRE

		Amount
(1) TRANSPORTATION / TRANSPORT	Date / Time of Departure - Heure du départ: Aug 26; Arrival - Arrivé: Sept 08 00:58	$ 763.65
(2) OTHER EXPENSES / AUTRES DÉPENSES		

AUTHORIZED ALLOWANCES - INDEMNITÉS AUTORISÉES

PRIVATE VEHICLE ALLOWANCE / INDEMNITÉ-VÉHICULE PARTICULIER				
PREVIOUSLY CLAIMED THIS FISCAL YEAR / DÉJÀ RÉCLAMÉ PRÉSENT EXERCICE				
THIS CLAIM / INDEMNITÉ DEMANDÉE				

OR-OU

COMPREHENSIVE ALLOWANCE (Accommodation, meals and incidental expenses) / INDEMNITÉ GLOBALE (Logement, Repas et frais divers)	COMPOSITE ALLOWANCE (Meals and incidental expenses for full calendar days only) / INDEMNITÉ DÉTAILLÉE (Repas et frais divers pour les jours de calendrier complets seulement)			
RATE / TAUX	days @ / jours	days @ / jours	days @ / jours	$ 0.00

PARTIAL COMPOSITE ALLOWANCES / INDEMNITÉ DÉTAILLÉE PARTIELLE				
MEALS / REPAS	1 Breakfasts / Petits déjeuners @ $ 30.09	1 Lunches / Déjeuners @ $ 56.02	1 Dinners / Diners @ $ 70.73	$ 156.84
INCIDENTAL EXPENSES / FRAIS DIVERS	1 days @ / jours $ 17.30	2 days @ / jours $ 50.19	days @ / jours	$ 117.68

OTHER ALLOWANCES (Specify) / AUTRES INDEMNITES (Précisez lesquelles)

EXPENSES NOT INCLUDED ABOVE - DÉPENSES AUTRES QUE CI-DESSUS

		Vr. No. - P. N°	Amount
(3) Vehicle Rental / Location de véhicule			
(4) Public Transportation / Transport en commun			$ 34.00
(5) Accommodation / Logement			$ 190.99
(6) Meals / Repas			
(7) All Other Expenses (Specify) / Autres (précisez)			

I certify that the amounts included in this claim were incurred on authorized government business travel.

Je certifie que les montants faisant l'objet de la présente réclamation constituent des dépenses entraînées par des voyages pour affaires officielles.

Y-A M D-J

Signature (Claimant - Demandeur) Date

Certified pursuant to section 34 / Certifié en vertu de l'article 34 [...] la gestion des [...]bliques

Y-A M D-J

OCT. 2016

Date

Y-A M D-J

Signature Date

Total Expenses	Total des dépenses	$ 1,263.16
Less Total 1 and 2 Above	Moins le total des paragraphes 1 et 2	$ 763.65
Total Claimed	Total Demandé	$ 499.51
Less Advance	Moins L'avance	$ 159.95
Amount due Receiver General of Canada	Total dû au Receveur général du Canada	
AMOUNT DUE CLAIMANT	TOTAL DÛ AU REQUÉRANT	$ 339.56

Type Particulars - Details

3

PAYMENT RECORD - ENREGISTREMENT DU PAIEMENT

Type 7	2 Sub Type 80	5 P.R.I. CIDP	8 Amount - Montant 162.69	14 Requisition No. / N° de la demande	15 Supplier Indicator / Indicateur du fournisseur 0	17 Due Date / Date d'échéance Y-A M D-J

Type 4 — ACCOUNTING INFORMATION - RENSEIGNEMENTS DE LA COMPTABILITÉ

2 Sub Type	3 Dept. Ref. No. / N° de réf. min.	5 Coding - Codage	6 Amount - Montant	CR-CT
	300261760-2	1525 - 11050 - 15 - 4010	190.99	
	7 Description		8 Fin. Encumbrance No. / N° de la charge financière	
2	300261760 - 3	1525 - 11050 - 15 - 4010	308.52	
	7		8	
2	300261759 - 2	1524 - 11050 - 15 - 4010	-(159.95)	
	7		8	

Dept. Pre-Audit and Account Verification. / Vérification de la comptabilité au niveau du ministère

Signature

Verified correct - Vérifié conforme

Signature

TOTAL ▶

Requisitioned for payment pursuant to section 33 of the Financial Administration Act and Certified in accordance with section 7 of the Payment Requisitioning Regulations

Demandé pour paiement conformément à l'article 33 de la Loi sur la gestion des finances publiques, et certifié aux termes de l'article 7 du Règlement sur les réquisitions de paiements.

Signature

Services Officer - Agent des services

Signature

20 Cheque No. - N° de chèque | 21 Date Y-A M D-J

GC 73 (2014/03) 7540-21-910-7366

New Zealand - Currency: New Zealand Dollar (NZD)

Type of Accommodation	City	Meal Rate				Incidental Amount	Grand Total (Taxes Included)
		Breakfast	Lunch	Dinner	Meal Total		
C	Auckland	31.80	59.20	74.75	**165.75**	***53.04***	**218.79**
C-75%	Auckland	23.85	44.40	56.06	**124.31**	***39.78***	**164.09**
P	Auckland	31.80	59.20	74.75	**165.75**	***33.15***	**198.90**
P-75%	Auckland	23.85	44.40	56.06	**124.31**	***24.86***	**149.18**
C	Wellington	29.90	57.45	74.45	**161.80**	***51.78***	**213.58**
C-75%	Wellington	22.43	43.09	55.84	**121.35**	***38.83***	**160.18**
P	Wellington	29.90	57.45	74.45	**161.80**	***32.36***	**194.16**
P-75%	Wellington	22.43	43.09	55.84	**121.35**	***24.27***	**145.62**
C	Other	23.92	45.96	59.56	**129.44**	***41.42***	**170.86**
C-75%	Other	17.94	34.47	44.67	**97.08**	***31.07***	**128.15**
P	Other	23.92	45.96	59.56	**129.44**	***25.89***	**155.33**
P-75%	Other	17.94	34.47	44.67	**97.08**	***19.42***	**116.50**

s.19(1)

Record of Travel Expenses

Personal Record Identifier	Travel Number
	JWR Aug 26-Sept 6 2016 NZ
Name	Fund Commitment
Hon. Jody Wilson-Raybould	300261760

DATE	ARRIVAL TIME-DEPARTURE	DETAILS	DISTANCE Miles/KM	PREPAID Transportation	PREPAID Other	OUT OF POCKET Transportation	OUT OF POCKET Accommodation	OUT OF POCKET Meals	OUT OF POCKET Other
26/08/2016		Flight		763.65					
02/09/2016		Hotel (201.86 @ .9462)					190.99		
02/09/2016		Dinner & Incidentals NZ						70.73	50.19
06/09/2016		Breakfast, Lunch & Inc. (NZ)						86.11	50.19
06/09/2016		Incidentals (Can)							17.30
06/09/2016		Taxi				34.00			
			TOTAL	763.65	0.00	34.00	190.99	156.84	117.68
			Grd Total	1,263.16		499.51			

NOTE: New Zealand round trip paid by NZ therefore no prepaid flights. Meeting in NZ ended late therefore had to stay overnight as no flight was available until late the following day.

		Exchange Rate	
Breakfast	31.80	0.9462	30.09
Lunch	59.20	0.9462	56.02
Dinner	74.75	0.9462	70.73
	165.75	0.9462	**156.83**
Inc.	53.04	0.9462	50.19

Administrative Verifications	
Meals on Hotel	
Other exp. on Hotel	
Sec. 32 > Sec.34	

Travel Expenses

Traveler's Name: JWR
Trip Purpose: U
Destination: New Zealand
Departure date: Aug. 26
Return date: Sep. ?

30026011160

Departure time (from home/work):
Are meals provided on flight/train: Yes / No

Multiple destination details:
Are meals provided on flight/train: Yes / No

Arrival time (end of travel status):
Are meals provided on flight/train: Yes / No

Allocation - Claimed Meals & Incidental

DATE	BREAKFAST	LUNCH	DINNER	INCIDENTALS
Aug. 26				
27				
28	Meals covered non incidentals			
29				
30				
31				
Sept. 1				
2 - 5 Personal days.				✓
Sept 6	✓	✓		✓
6				✓

Additional comments

- Minister leaving from Caucus Retreat to go to New Zealand as Minister.
- Personal days Sep. 3 to 5 in New Zealand
- Flight on travel days was only available at 7 pm. full day per diem - dinner on flight provided

PLEASE ATTACH RECEIPTS	Provided	Prepaid Expenses
Flight/Train	✓	
Accommodation	✓	
Taxis	✓	
Other		

Administrative Verifications	
Meals on Hotel	✓
Other exp. on Hotel	α
Sec. 32 > Sec.34	α

Completed by:
Date:

THE LANGHAM
AUCKLAND

TAX INVOICE

GUEST FOLIO

GST Registration No. 68-443-008

Ms Jody Wilson Raybould
New Zealand

Conf. No. 26519324
Room No. 0751
Arrival 02/09/16
Departure 04/09/16
Folio/Invoice No. 593226 /
VCH/PO #
Cashier No. 11
User ID FOADEEP

Membership No. 1B 060716653

Date	Description	Reference	Debit	Credit
		Room# 0751 : CHECK# 0047922		
02/09/16	Accommodation		189.00	
04/09/16	Credit Card Surcharge		12.86	
				655.86

PERSONAL

PERSONAL

ANZ
The Langham Auckland
Reception 2 1010
GST# 68-443-008
New Zealand

MID 37939300
TSP 379393000002
TIME 04SEP16 08:21
TRAN 003500 CREDIT
AMEX M
CARD............1018
AUTH 187556

MOTO NZD655.86

TOTAL NZD655.86

(000) APPROVED

CUSTOMER COPY

incur a surcharge of 2%

Total Amount	655.86	655.86
Total GST NZD	83.59 NZD	
Balance Due Includes GST	0.00 NZD	

y liable for the payment of the foregoing invoice and if the person, company or association esponsible for payment of the same does not do so, that my liability for such payment shall be n person, company or association.

s.19(1)

DELTA SUNSHINE TAXI # 44
13425 71A AVE
SURREY BC

CARD
CARD TYPE MASTERCARD
DATE 2016/09/06
TIME 3886 20:36:50
CLERK ID 001
RECEIPT NUMBER
C85030008-001-601-004-0

PURCHASE
AMOUNT $28.00
TIP $6.00
TOTAL
$34.00

MasterCard
A0000000041010
BD2AAF5ED0DAC500
0000008000-E800
FD6DDCBC1A59FA4D

APPROVED
AUTH# R02103 01-027
THANK YOU

CARDHOLDER COPY

IMPORTANT - RETAIN THIS
COPY FOR YOUR RECORDS

- Sept. 6
- YVR - home
- in "BC for BC Cabinet and First Nations Gathering"

s.19(1)

Landry, Joelle

From:
Sent: 2016-Jul-25 2:19 PM
To: 'Wilson-Raybould, Jody - Riding 1A'; Wilson-Raybould, Jody - Assistant 1
Cc: Landry, Joelle
Subject: RE: Flight to New Zealand from Caucus Retreat

Thank you, Christine.

We will book the flight out of Saguenay.

From: Wilson-Raybould, Jody - Riding 1A [mailto:Jody.Wilson-Raybould.C1A@parl.gc.ca]
Sent: July-25-16 1:16 PM
To: Wilson-Raybould, Jody - Assistant 1
Cc: Landry, Joelle
Subject: Flight to New Zealand from Caucus Retreat

Hi

I just got off the phone with re: a flight to be booked from the Caucus retreat en route to New Zealand. Because the nature of this trip is for the Member to fulfill her ministerial duties in NZ, House of Commons will not allow this expense. We will have to defer to the Department of Justice for payment of this flight.

The only exception would be if the Member flies to Ottawa from Quebec. In this case, that portion of the flight could be covered under House of Commons. I expect Joelle will be in agreement given our conversations with the House of Commons Finance team, but please do let me know if you have any questions.

Thank you,

House of Commons
Chambre des communes
Canada

Office of the Honourable Jody Wilson-Raybould,
Member of Parliament for Vancouver Granville

604-717-1140
jody.wilson-raybould.c1a@parl.gc.ca

s.19(1)

Landry, Joelle

From: McCord Travel Management @mccordtravel.ca>
Sent: 2016-Jul-26 7:31 AM
To: Landry, Joelle;
Subject: 26Aug16 / Jody Wilson Raybould - Bagotville to Toronto *e-ticket

Itinerary/Receipt

From: m

Your booking is confirmed. Please print/retain this page for your financial records (e.g. for taxation, expense claim or payment card reconciliation purposes). We thank you for choosing Air Canada and look forward to welcoming you on board.

Scan this barcode to check in at any Air Canada check in kiosk.

Booking Date: **Jul 26, 2016** Passengers: **Ms Jody Wilson raybould**
Agent Name:
Agent ID:

Booking Information

Booking Reference: AAFYP5

Electronic Ticketing confirmed. This is your official itinerary/receipt.
Main Contact:
mccord travel management
@mccordtravel.ca
1-613-7556000

Customer Care
Air Canada
1-888-247-2262
Flight Arrivals and Departures
1-888-422-7533

Online Services

Request an upgrade
Select Seats
Maple Leaf Lounge | Meal Vouchers | On My Way
Alert me of flight status changes directly to my mobile phone or email.
Flight Arrivals & Departures - check online if my flight is on time.
Check-in online and print my boarding pass.

* Can my booking be changed online?

s.18(a)

Flight Itinerary

Flight	From	To	Stops	Duration	Aircraft	Upgrade status
AC8687[1]	**Bagotville (YBG)** Fri 26-Aug 2016 10:10	**Montreal, Trudeau (YUL)** Fri 26-Aug 2016 11:20	0	3hr12	DH3	-
AC411	**Montreal, Trudeau (YUL)** Fri 26-Aug 2016 12:00	**Toronto, Pearson Int'l (YYZ)** Fri 26-Aug 2016 13:22 - Terminal 1	0		320	-

Operated by:
[1] Air Canada Express - Jazz

Passenger Information

1: Ms Jody Wilson raybould : Adult (16+), Ticket Number: 0142165368138

Air Canada - Aeroplan :	**361407760**	Meal Preference :	**None**
Payment Card:		Special Needs:	**None**
Seat Selection:	AC8687 **3C** , AC411 **14C** (Preferred)		

Purchase Summary

Promotion Code: **LATITUDE25 - SPECIAL PROMO SAVE 25 PERCENT**

Fare Summary

Passenger Type	**Adult**
Air Transportation Charges	
Base Fare - discount applied	**575.25**
Surcharges	18.00
Taxes, Fees and Charges	
Canada Airport Improvement Fee	25.00
Canada Quebec Sales Tax (QST #1000-043-172 TQ1991)	62.38
Canada Goods and Services Tax (GST/HST #10009-2287 RT0001)	31.27
Air Travellers Security Charge (ATSC)	7.12
Total before options (per passenger)	**719.02**
Number of passengers	x 1

s.18(a)

Total with options	719.02
Grand Total - Canadian dollars	**$719.02**

Payment Information

Credit/Debit Card [redacted] Amount paid: **$719.02**
The following amount (tax inclusive) will appear on your credit card or debit card statement:

Air Canada: $719.02 (Air Transp. Charges - per ticket)

Ticket number(s): 0142165368138

Fare Rules

Departing Flight Bagotville (YBG) To Toronto (YYZ) - Latitude

- **Changes:**
  - Changes are permitted and a change fee does not apply.
  - Your total ticket price may increase if changes are made and the original fare you booked is no longer available, or if you call Air Canada Reservations, who may not have access to the original fare. Advance purchase may apply.
  - Lower Latitude fares may be available only at aircanada.com for selected flights and dates. **Any changes not completed on aircanada.com may result in a higher Latitude fare** than would otherwise be available.
  - **Same-day standby** is permitted at no charge.
  - Flights can only be used in sequence from the place of departure specified on the itinerary.
- **Cancellations:**
  - Tickets are **fully refundable** and **non-transferable.**
    Partially used tickets may be submitted for a refund assessment. The refund will be calculated as follows: actual fare paid minus the value of the portion of the journey that has been flown.
  - **Cancellations** can be made up to 45 minutes prior to departure.
- **Complimentary *Preferred* seat selection** on Air Canada and Air Canada Express, subject to availability.
- Within Continental North America, a complimentary snack selection will be offered on most short haul flights between 1.5 and 2 hours (does not apply to Air Canada Express flights operated by Jazz; and a complimentary snack and sandwich selection will be offered on most flights of more than 2 hours (sandwich selection is not offered on Air Canada Express flights operated by Jazz).
- Flights operated by Air Canada: earn 125% Aeroplan Miles (Altitude Qualifying Miles).

Please read important information and notices regarding Air Canada's general conditions of carriage.

Important Information
Please review this itinerary/receipt and, should you have any questions, please call 1-888-247-2262 within 24 hours of receipt.

Before You Go: A 'To-Do' List Opens in New Window

s.19(1)

Landry, Joelle

From: - McCord Travel Management @mccordtravel.ca>
Sent: 2016-Jul-26 7:31 AM
To: Doyle, Melissa; Landry, Joelle
Subject: Itinerary 26Aug16 / Jody Wilson Raybould

MCCORD TRAVEL MANAGEMENT DATE : 26 JUL 2016
130 ALBERT ST. SUITE 2000 AGENT :
OTTAWA ON K1P 5G4 FILE : ZWDQDO
TEL 613-755-6000 CLIENT : 0713
FAX 613-755-6006 INVOICE: ITIN

DNM*ACCOUNTS RECEIVABLE WILSONRAYBOULD/JODY MS
HON JODY WILSON RAYBOULD
MINISTER OF JUSTICE
284 WELLINGTON ST- EMB 4TH FLR
OTTAWA ON K1A 0H8
--ITINERARY--

FROM TO CARRIER FLT/CL DATE DEP ARR ST
---- -- ------- ------ ---- --- --- --

26 AUG 16 TOUR TOURS
FRIDAY LOCATION-TORONTO
CONFIRMATION-2165368138
AIR CANADA
TOTAL PACKAGE PRICE 719.02
CA------------7553 PAYMENT 719.02-
BAGOTVILLE TO TORONTO 26AUG16 ONE WAY
BOOKING REFERENCE: AAFYP5
SEE BELOW FOR FLIGHT DETAILS
BASE-------------- (593.25)
CANADIAN TAX ----- (7.12)
OTHER TAX -------- (25.00)
GST -------------- (31.27)
QST -------------- (62.38)
PYMT BY CA------------7553EXP0320

BAGOTVILLE MONTREAL AIR CANADA 8687 B 26 AUG 16 1010 1120 OK
NONSTOP FLYING TIME- 1:10
EQUIPMENT-DH3 OPERATED BY-AIR CANADA EXPRESS
FREQUENT FLYER -AC
SEAT 3C AISLE *LATITUDE FARE*
45 MINUTE CUT OFF FOR CHECK IN

MONTREAL TORONTO AIR CANADA 411 R 26 AUG 16 1200 1322 OK
ARRIVES TERMINAL -1
NONSTOP SNACK FLYING TIME- 1:22
EQUIPMENT-AIRBUS A320 JET
FREQUENT FLYER -AC
SEAT 3D AISLE *EXECUTIVE CLASS*
E UPGRADE CREDITS APPLIED
45 MINUTE CUT OFF FOR CHECK IN

s.18(a)
s.19(1)

MCCORD TRAVEL MANAGEMENT DATE : 26 JUL 2016
130 ALBERT ST. SUITE 2000 AGENT :
OTTAWA ON K1P 5G4 FILE : ZWDQDO
TEL 613-755-6000 CLIENT : 0713
FAX 613-755-6006 INVOICE: ITIN

DNM*ACCOUNTS RECEIVABLE WILSONRAYBOULD/JODY MS
HON JODY WILSON RAYBOULD
MINISTER OF JUSTICE
284 WELLINGTON ST- EMB 4TH FLR
OTTAWA ON K1A 0H8

--ITINERARY--

FROM TO CARRIER FLT/CL DATE DEP ARR ST
---- -- ------- ------ ---- --- --- --

01 JAN 17 OTHER OTHER
SUNDAY LOCATION-OTTAWA
THANK YOU FOR CHOOSING MCCORD TRAVEL

26 AUG 16 OTHER OTHER
FRIDAY LOCATION-TORONTO
PROCESSING FEE 9540065635332 39.50
PROCESSING FEE HST 5.13
CC 44.63-

AIR CANADA CONFIRMATION AAFYP5
SEE ELECTRONIC TICKET FOR FARE RULES AND REGULATIONS
BAGGAGE INFORMATION AND CHECK IN RULES
VALID GOVERNMENT ISSUE PHOTO ID REQUIRED FOR TRAVEL
TICKET IS FULLY REFUNDABLE *LATITUDE FARE*
CHANGES PERMITTED - SUBJECT TO FARE DIFFERENCE ONLY
INSURANCE OFFERED/DECLINED

TOTAL PACKAGE PRICE 719.02
PROCESSING FEE 9540065635332 39.50
PROCESSING FEE HST 5.13

CA--------- PAYMENT 719.02-

s.18(a)

Joelle: FYI

s.19(1)

From: Douglas, Michelle
Sent: August-16-16 4:51 PM
To:
Subject: New Zealand - hospitality

Follow Up Flag: Flag for follow up
Flag Status: Flagged

Hi

Would you kindly note the following information concerning the prevision of hospitality that has just been conveyed by our HC in Wellington?

Thanks,
Michelle
957-4731

From: Nicolas.Sabourin@international.gc.ca [mailto:Nicolas.Sabourin@international.gc.ca]
Sent: 2016-Aug-16 4:01 PM
To: Douglas, Michelle <Michelle.Douglas@justice.gc.ca>
Subject: FW: MWR Visit: Hotel/flight bookings and hospitality

As just discussed.

Hospitality: with respect to hospitality, the Minister's guest of government status will cover all hospitality for herself and the plus one The rest of the Canadian delegation will be required to cover their own hospitality for:

- All breakfast meals
- Casual lunch on Wednesday
- Dinner on Thursday evening
- Lunch on Friday
- Dinner on Friday evening (if this goes ahead).

Please note that hospitality for Monday lunch, Monday dinner, Tuesday lunch, Tuesday dinner, Wednesday dinner and Thursday lunch will be covered for the whole delegation. Grateful if you could please communicate this to MWR office so protocol is understood.

Doc # 1719009987 (2)

s.19(1)

Government of Canada / Gouvernement du Canada

Travel Expense Report / Note de Frais de Voyages

Travel No. - N° du voyage: JWR Sep 7-8 2016 Edmonton

Type: 2

Name of Claimant - Nom du demandeur: Jody Wilson-Raybould

Department - Ministère: Justice

Branch - Direction: Minister's Office

Send Cheque to - Envoyer le chèque à l'adresse suivante: 4th floor

Address - Adresse: 284 Wellington

Telephone - Téléphone:

Purpose of Travel - But du voyage: Criminal Justice System Review Roundtable and Ministerial Meetings / Edmonton

EXPENSES PREPAID BY DEPARTMENT - DÉPENSES PAYÉES À L'AVANCE PAR LE MINISTÈRE

1	TRANSPORTATION / TRANSPORT	Date / Time of Departure / Heure du départ: Sep 07 18:25; Arrival / Arrivé: Sep 08 20:25	$ 1,125.74
2	OTHER EXPENSES / AUTRES DÉPENSES		$ 175.91

AUTHORIZED ALLOWANCES - INDEMNITÉS AUTORISÉES

PRIVATE VEHICLE ALLOWANCE / INDEMNITÉ-VÉHICULE PARTICULIER				
PREVIOUSLY CLAIMED THIS FISCAL YEAR / DÉJÀ RÉCLAMÉ PRÉSENT EXERCICE				
THIS CLAIM / INDEMNITÉ DEMANDÉE				

OR-OU	COMPREHENSIVE ALLOWANCE (Accommodation, meals and incidential expenses) / INDEMNITÉ GLOBALE (Logement, Repas et frais divers)	COMPOSITE ALLOWANCE (Meals and incidental expenses for full calendar days only)	INDEMNITÉ DÉTAILLÉE (Repas et frais divers pour les jours de calendrier complets seulement)	
RATE / TAUX	days @ / jours	days @ / jours	days @ / jours	$ 0.00
PARTIAL COMPOSITE ALLOWANCES / INDEMNITÉ DÉTAILLÉE PARTIELLE — MEALS / REPAS	Breakfasts / Petits déjeuners @	1 Lunches / Déjeuners @ $ 17.00	2 Dinners / Dîners @ $ 45.00	$ 107.00
INCIDENTAL EXPENSES / FRAIS DIVERS	2 days @ / jours $ 17.30	days @ / jours	days @ / jours	$ 34.60
OTHER ALLOWANCES (Specify) / AUTRES INDEMNITES (Précisez lesquelles)				

EXPENSES NOT INCLUDED ABOVE - DÉPENSES AUTRES QUE CI-DESSUS

			Vr. No. - P. N°	
3	Vehicle Rental / Location de véhicule			
4	Public Transportation / Transport en commun			
5	Accommodation / Logement			
6	Meals / Repas			
7	All Other Expenses (Specify) / Autres (précisez)			

I certify that the amounts included in this claim were incurred on authorized government business travel.

Je certifie que les montants faisant l'objet de la présente réclamation constituent des dépenses entraînées par des voyages pour affaires officielles.

...en vertu de l'article 34 ...sur la gestion des ...publiques

2016 OCT 6 (stamp)

Signature (Claimant - Demandeur) — Date Y-A M D-J

Signature — Date Y-A M D-J

Total Expenses	Total des dépenses	$ 1,443.25
Less Total 1 and 2 Above	Moins le total des paragraphes 1 et 2	$ 1,301.65
Total Claimed	Total Demandé	$ 141.60
Less Advance	Moins L'avance	$ 7.50
Amount due Reciever General of Canada	Total dû au Receveur général du Canada	
AMOUNT DUE CLAIMANT	TOTAL DÛ AU REQUÉRANT	$ 134.10

Type Particulars - Détails

3

International news charge on hotel was deducted from this reimbursement.

PAYMENT RECORD - ENREGISTREMENT DU PAIEMENT

Type 7	2 Sub Type	5 P.R.I. CIDP	8 Amount - Montant	14 Requisition No. / N° de la demande	15 Supplier Indicator / Indicateur du fournisseur	17 Due Date / Date d'échéance Y-A M D-J
	80		134.10		0	

Type 4 — ACCOUNTING INFORMATION - RENSEIGNEMENTS DE LA COMPTABILITÉ

2 Sub Type	3 Dept. Ref. No. / N° de réf. min.	5 Coding - Codage	6 Amount - Montant	CR-CT
	300261762 - 3	1524 - 11050 15 - 4010	134.10	
7 Description			8 Fin. Encumbrance No. / N° de la charge financière	
2	3	5	6	
7			8	
2	3	5	6	
7			8	

Dept. Pre-Audit and Account Verification. / Vérification de la comptabilité au niveau du ministère — Signature

Verified correct - Vérifié conforme — Signature

TOTAL ▶

Requisitioned for payment pursuant to section 33 of the Financial Administration Act and Certified in accordance with section 7 of the Payment Requisitioning Regulations / Demandé pour paiement conformément à l'article 33 de la Loi sur la gestion des finances publiques, et certifié aux termes de l'article 7 du Règlement sur les réquisitions de paiements. — Signature

Services Officer - Agent des services — Signature

20 Cheque No. - N° de chèque — 21 Date Y-A M D-J

GC 73 (2014/03) 7540-21-910-7366

Record of Travel Expenses

s.19(1)

Personal Record Identifier	Travel Number
	JWR Sep 7-8 2016 Edmonton
Name	Fund Commitment
Jody Wilson-Raybould	300261762

DATE	ARRIVAL TIME-DEPARTURE	DETAILS	DISTANCE Miles/KM	PREPAID Transportation	PREPAID Other	OUT OF POCKET Transportation	OUT OF POCKET Accommodation	OUT OF POCKET Meals	OUT OF POCKET Other
07/09/2016	18:25	Flight - Edmonton		1,125.74					
07/09/2016		Dinner & incidentals						45.00	17.30
08/09/2016		Lunch, dinner & incidentals						62.00	17.30
08/09/2016		Hotel (pre-paid)			175.91				
			TOTAL	**1,125.74**	**175.91**	**0.00**	**0.00**	**107.00**	**34.60**
			Grd Total			141.60			

Note: International news charge on prepaid hotel bill is deducted from this claim.

		Exchange Rate	
Breakfast	16.80		#VALUE!
Lunch	17.00		#VALUE!
Dinner	45.00		#VALUE!
	78.80		**#VALUE!**
Inc.	17.30		#VALUE!

Administrative Verifications	
Meals on Hotel	✓
Other exp. on Hotel	✓
Sec. 32 > Sec.34	✓

Travel Expenses

s.19(1)

Traveler's Name Minister Wilson-Raybould
Trip Purpose Criminal Justice Review Roundtables and Ministerial Business
Destination Edmonton
Departure date Sep-07
Return date Sep-08

Departure time (from home/work) 6.25 pm PST (Vancouver→Ed.)
Are meals provided on flight/train
Yes
No

Multiple destination details
Are meals provided on flight/train
Yes
(No)

Arrival time (end of travel status) ~~9.35~~ 8:25 pm PST (Ed.→ Vancouver)
Are meals provided on flight/train
Yes
(No)

Allocation - Claimed Meals & Incidental

DATE	BREAKFAST	LUNCH	DINNER	INCIDENTALS
07-Sep-16	—	—	✓	✓
08-Sep-16	—	✓	✓	✓

30026 1762

Additional comments

credit to come for 1 night at Westin.

PLEASE ATTACH RECEIPTS	Provided	Prepaid Expenses
Flight/Train		✓
Accommodation		✓
Taxis		
Other		

Administrative Verifications	
Meals on Hotel	
Other exp. on Hotel	
Sec. 32 > Sec.34	

Completed by: [redacted]
Date: [redacted]

s.19(1)

Department of Justice Canada | Ministère de la Justice Canada

TRAVEL AUTHORITY AND ADVANCE
AUTORISATION DE VOYAGER ET AVANCE

Name - Nom: Minister Wilson-Raybould
Tel. No. - N° de tél.: (613) 992-4621
Section: MO
Building - Édifice: EMB
Room No. - N° de pièce: 4th Floor

☐ NON PUBLIC SERVANT (IF APPLICABLE) / NON FONCTIONNAIRE (S'IL Y A LIEU)

TRAVEL INFORMATION - INFORMATION SUR LE VOYAGE

Purpose of Travel - Motif du voyage: Criminal Justice ~~Reform~~ System Review Roundtables and Ministerial Meetings
Destination(s) - Destination(s): Edmonton
Date(s) in Travel Status - Date(s) de voyage: September 7 to September 9

MODE OF TRANSPORTATION - MODE DE TRANSPORT

☒ Air / Avion ☐ Rail / Train ☐ Bus / Autobus ☐ Car Rental / Voiture louée ☐ Private Vehicle / Véhicule particulier ☐ Employer Rate / Taux employeur ☐ Employee Rate / Taux employé
☐ Other / Divers Specify: / Préciser: ☐ Business Class / Classe d'affaires

ESTIMATED TRANSPORTATION COST / COÛT ESTIMÉ DU TRANSPORT: $1,200.00

ESTIMATED TRAVEL COST - COÛT APPROXMATIF DU VOYAGE
Cash Expense - Débours

ACCOMMODATION / HÉBERGEMENT	2 (NIGHTS/NOMBRE DE NUITS)	X	$170.00 (COST PER NIGHT/COÛT PAR NUIT)	=	$340.00
MEALS AND INCIDENTALS / REPAS ET DÉPENSES IMPRÉVUES	3 (DAYS/NOMBRE DE JOURS)	X	$96.10 (ALLOWANCE PER DAY / MONTANT QUOTIDIEN ALLOUÉ)	=	$288.30
OTHER (SPECIFY)				=	$250.00

Management Category / Catégorie de gestion ☐

ESTIMATED TRAVEL COST / COÛT APPROXIMATIF DU VOYAGE: $878.30 → $878.30

ADVANCED REQUIRED / AVANCE REQUISE:

TOTAL COMMITMENT / ENGAGEMENT TOTAL: $2,078.30

CHARGE TO - IMPUTER À

☒ Own Section / Propre section ☐ Other Section / Autre section → Specify - Préciser
☐ Projec / Projet → Specify - Préciser
☐ Training and Development / Formation et perfectionnement → Specify - Préciser
☐ Recruiting / Recrutement ☐ Conferences / Colloques → Specify - Préciser
☐ Relocation / Réinstallation ☐ Client Department Travel Budget / Budget de voyage pour ministère client → Specify - Préciser

TRAVEL ADVANCE AUTHORITY - AUTORISATION DE L'AVANCE DE VOYAGE
Date travel Advance Required / Avance de voyage requise pour le: Y-A M D-J
Travel Number - Numéro de voyage

Requested by - Demandé par: Signature / Date Y-A M D-J

Date: - 1 SEP. 2016

A TRAVEL ADVANCE SHALL BE ACCOUNTED FOR WITHIN 15 DAYS OF THE COMPLETION OF THE TRAVEL FOR WHICH THE ADVANCE WAS AUTHORIZED

IL FAUT RENDRE COMPTE D'UNE AVANCE DE VOYAGE DANS LES 15 JOURS QUI SUIVENT LA FIN DU VOYAGE POUR LEQUEL ELLE A ÉTÉ AUTORISÉE

ACCOUNTING INFORMATION - RENSEIGNEMENTS DE LA COMPTABILITÉ
Doc. No. - N° du doc. | IPU Type - Type UEP | Source | ☐ Urgent Requisition / Demande urgente
☐ Return cheque to Justice / Retournez le chèque à Justice | Vender Code - Code fournisseur | Accountable date / Date du compte rendu requis le → Y-A M D-J

Enter "C" to close or "R" to reopen / Inscrivez "C" pour fermer ou "R" pour ouvrir

Commitment number / N° d'engagement		Cost Centre / Centre de coût	Order No. / No. d'ordre	Customer No. / No. de client	G/L Account / Compte général	Amount / Montant	cr / ct	Sub Type / Sous type
300261762		11050			1524			

JUS 106 (1998/04) 1 AND/ET 2 - ACCOUNTING OFFICE / BUREAU DE LA COMPTABILITÉ 3-TRAVELER / VOYAGEUR

KWS

McCORD TRAVEL MANAGEMENT

s.18(a)
s.19(1)

Credit Note

HON. JODY WILSON-RAYBOULD
MINISTER OF JUSTICE
284 WELLINGTON ST
EMB 4TH FLOOR
OTTAWA, ON K1A 0H8
CANADA

Invoice No: 474863
Invoice Date: 1 Sep 2016
Client No: 713
Agent:
PNR: MQ4WKI

Passenger(s) WILSONRAYBOULD/JODY MS

FLIGHT INFORMATION

A/L	FLIGHT	DEPART DATE/TIME	ARRIVAL DATE/TIME	ITINERARY
AC	00242	07Sep16 06:25 pm	07Sep16 08:55 pm	VANCOUVER INTL - EDMONTON INTL

REFERENCE / SALE DESCRIPTION	BASE FARE	GST/ HST	OTHER TAXES	TOTAL
AIR CANADA 2166801046	461.00	24.41	27.12	512.53
S/F RFND BY CHQ#16257 - 0065687886	-79.00	-10.27	0.00	-89.27
BSP CANADA, IATA 0065697608	39.90	5.19	0.00	45.09
BSP CANADA, IATA 0065687886	79.00	10.27	0.00	89.27

	Total Fares:	500.90
	Total Taxes:	27.12
	Total GST/HST:	29.60
	Invoice Total:	**557.62**
	Payment(s):	
01 Sep 16	Credit Card	512.53
01 Sep 16	Credit Card	45.09
29 Aug 16	Credit Card	89.27
	Total Payments:	646.89
	Balance Due (CAD):	**-89.27**

+++ AIR TICKET PLUS SERVICE FEE (LATITUDE ECONOMY CLASS FARE) ++
+++ DUPLICATE SERVICE FEE REFUNDED BY MCCORD TRAVEL CHQ#16257 (RECEIVER GENERAL) +++

NAME: WILSONRAYBOULD/JODY MS TKT: 014 21 66801046 4
FF REF: NF8BBI
CP CR FLT CL DATE BRD OFF TIME ST FARE BASIS BGA CPST
1. AC 242 B 07SEP16 YVR YEG 1825 OK B0LTA 2PC USED
FR: CAD 461.00 TX: CA 7.12 TX: XG 24.41 TX: SQ 20.00
EQ:
TL: CAD 512.53
FARE CALCULATION
07SEP16YVR AC YEA Q12.00R449.00CAD461.00 END ROE1.00
FOP: AGT6750298/001/MITC#00 APC: 104606
FOP: CC
END: AC ONLY -BG:AC
62990476/01SEP16/YWGAWAC / WW
WINNIPEG /CANADA

McCORD TRAVEL MANAGEMENT

s.18(a)
s.19(1)

Invoice

HON. JODY WILSON-RAYBOULD
MINISTER OF JUSTICE
284 WELLINGTON ST
EMB 4TH FLOOR
OTTAWA, ON K1A 0H8
CANADA

Invoice No: 475005
Invoice Date: 2 Sep 2016
Client No: 713
Agent:
PNR: ZN7QX0

Passenger(s) WILSONRAYBOULD/JODY MS

FLIGHT INFORMATION

A/L	FLIGHT	DEPART DATE/TIME	ARRIVAL DATE/TIME	ITINERARY
AC	00239	09Sep16 10:20 am	09Sep16 10:55 am	EDMONTON INTL - VANCOUVER INTL

REFERENCE / SALE DESCRIPTION	BASE FARE	GST/ HST	OTHER TAXES	TOTAL
AIR CANADA 2166850948	461.00	24.91	37.12	523.03
BSP CANADA, IATA 0065697698	39.90	5.19	0.00	45.09

	Total Fares:	500.90
	Total Taxes:	37.12
	Total GST/HST:	30.10
	Invoice Total:	**568.12**
	Payment(s):	
02 Sep 16	Credit Card	523.03
02 Sep 16	Credit Card	45.09
	Total Payments:	568.12
	Balance Due (CAD):	**0.00**

+++ AIR TICKET PLUS SERVICE FEE (LATITUDE ECONOMY CLASS FARE) +++
+++ DATE CHANGE TRAVEL ON INVOICE 475573 +++

NAME: WILSONRAYBOULD/JODY MS TKT: 014 21 66850948 3
FF: REF: RYWUDE
CP CR FLT CL DATE BRD OFF TIME ST FARE BASIS BGA CPST
1. AC 239 B 09SEP16 YEG YVR 1020 OK B0LTA 2PC EXCH
FR: CAD 461.00 TX: CA 7.12 TX: XG 24.91 TX: SQ 30.00
EQ:
TL: CAD 523.03
FARE CALCULATION
09SEP16YEA AC YVR Q12.00R449.00CAD461.00 END ROE1.00
FOP: AGT6750298/001/MITC#00 APC: 123124
FOP: CC
END: AC ONLY -BG:AC
62990476/02SEP16/YWGAWAC / WW
WINNIPEG /CANADA

McCORD TRAVEL MANAGEMENT

s.19(1)

Invoice

HON. JODY WILSON-RAYBOULD
MINISTER OF JUSTICE
284 WELLINGTON ST
EMB 4TH FLOOR
OTTAWA, ON K1A 0H8
CANADA

Invoice No: 475573
Invoice Date: 8 Sep 2016
Client No: 713
Agent:
PNR: ZN7QX0

Passenger(s) WILSONRAYBOULD/JODY MS

FLIGHT INFORMATION

A/L	FLIGHT	DEPART DATE/TIME	ARRIVAL DATE/TIME	ITINERARY
AC	00255	08Sep16 09:35 pm	08Sep16 10:10 pm	EDMONTON INTL - VANCOUVER INTL

REFERENCE / SALE DESCRIPTION	BASE FARE	GST/ HST	OTHER TAXES	TOTAL
AIR CANADA 2167101808	0.00	0.00	0.00	0.00

Total Fares:	0.00
Total Taxes:	0.00
Invoice Total:	**0.00**
Payment(s):	
Balance Due (CAD):	**0.00**

+++ DATE CHANGE FROM INVOICE 475005 +++
+++ FLIGHT TIME CHANGE TRAVEL ON INVOICE 475590 +++

TERMS AND CONDITIONS

Out of province medical insurance as well as trip cancellation insurance has been offered to the passengers and declined unless otherwise stated above. The contract permits price increases. No price increases are permitted after the customer has paid in full. If the price increase is more than 7%, except increases resulting from an increase in retail sales tax or GST cumulative increase, the customer has the right to cancel the contract and obtain a full refund.

Passengers are responsible to obtain the necessary documentation(s) such as: (i) Valid passport, (ii) required entry visa, and (iii) medical immunization, vaccination. etc. Please note that entry to another country may be refused even if the required information and travel documents are complete.
Living standards and practices at the destination and standards and conditions there with respect to the provision of utilities, services and accommodation may differ from those found in Canada.
If your travel agent booked via a tour operator, further terms and conditions may be found in the tour operator's brochure.

McCORD TRAVEL MANAGEMENT

s.19(1)

Invoice

HON. JODY WILSON-RAYBOULD
MINISTER OF JUSTICE
284 WELLINGTON ST
EMB 4TH FLOOR
OTTAWA, ON K1A 0H8
CANADA

Invoice No: 475590
Invoice Date: 8 Sep 2016
Client No: 713
Agent:
PNR: ZN7QX0

Passenger(s) WILSONRAYBOULD/JODY MS

FLIGHT INFORMATION

A/L	FLIGHT	DEPART DATE/TIME	ARRIVAL DATE/TIME	ITINERARY
AC	00253	08Sep16 07:50 pm	08Sep16 08:25 pm	EDMONTON INTL - VANCOUVER INTL

REFERENCE / SALE DESCRIPTION	BASE FARE	GST/ HST	OTHER TAXES	TOTAL
AIR CANADA 2167110632	0.00	0.00	0.00	0.00

Total Fares: 0.00
Total Taxes: 0.00
Invoice Total: 0.00
Payment(s):
Balance Due (CAD): 0.00

+++ FLIGHT TIME CHANGE FROM INVOICE 475573 +++

++++++++++++++++++ TICKET FULLY USED ++++++++++++++++

TERMS AND CONDITIONS

Out of province medical insurance as well as trip cancellation insurance has been offered to the passengers and declined unless otherwise stated above. The contract permits price increases. No price increases are permitted after the customer has paid in full. If the price increase is more than 7%, except increases resulting from an increase in retail sales tax or GST cumulative increase, the customer has the right to cancel the contract and obtain a full refund.

Passengers are responsible to obtain the necessary documentation(s) such as: (i) Valid passport, (ii) required entry visa, and (iii) medical immunization, vaccination, etc. Please note that entry to another country may be refused even if the required information and travel documents are complete.
Living standards and practices at the destination and standards and conditions there with respect to the provision of utilities, services and accommodation may differ from those found in Canada.
If your travel agent booked via a tour operator, further terms and conditions may be found in the tour operator's brochure.

s.19(1)

VAN TO EDM

From: - McCord Travel Management <@mccordtravel.ca>
Sent: September-01-16 10:52 AM
To: Landry, Joelle
Subject: 07Sep16 / Jody Wilson Raybould - Vancouver to Edmonton *e-ticket

Itinerary/Receipt

Your booking is confirmed. Please print/retain this page for your financial records (e.g. for taxation, expense claim or payment card reconciliation purposes). We thank you for choosing Air Canada and look forward to welcoming you on board.

Scan this barcode to check in at any Air Canada check in kiosk.

Booking Date: **Sep 1, 2016** Passengers: **Ms Jody Wilson raybould**
Agent Name:
Agent ID:

Booking Information

Booking Reference: NF8BBI

Electronic Ticketing confirmed. This is your official itinerary/receipt.
Main Contact:
mccord travel management
@mccordtravel.ca
1-613-7556000

Customer Care
Air Canada
1-888-247-2262
Flight Arrivals and Departures
1-888-422-7533

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Flight Arrivals & Departures - check online if my flight is on time.
Check-in online and print my boarding pass.

* Can my booking be changed online?

Flight Itinerary

s.18(a)
s.19(1)

Flight	From	To	Stops	Duration	Aircraft	Fare Type	Meal
AC242	Vancouver, Vancouver Int'l (YVR) Wed 07-Sep 2016 18:25 - Terminal M	Edmonton, Edmonton Int'l (YEG) Wed 07-Sep 2016 20:55	0	1hr30	320	Latitude , B	

Passenger Information

1: Ms Jody Wilson raybould : Adult (16+), Ticket Number: 0142166801046

Air Canada - Aeroplan :		Meal Preference :	None
Payment Card:		Special Needs:	None
Seat Selection:	AC242 **17C** (***Preferred***)		

Purchase Summary

Fare Summary	
Passenger Type	**Adult**
Air Transportation Charges	
Departing Flight - Latitude	**449.00**
Surcharges	12.00
Taxes, Fees and Charges	
Canada Airport Improvement Fee	20.00
Canada Goods and Services Tax (GST/HST #10009-2287 RT0001)	24.41
Air Travellers Security Charge (ATSC)	7.12
Total before options (per passenger)	**512.53**
Number of passengers	x 1
Total with options	**512.53**
Grand Total - Canadian dollars	**$512.53**

Payment Information

Credit/Debit Card - Amount paid: **$512.53**
The following amount (tax inclusive) will appear on your credit card or debit card statement:

Air Canada: $512.53 (Air Transp. Charges - per ticket)

Ticket number(s): 0142166801046

Fare Rules

Departing Flight Vancouver (YVR) To Edmonton (YEG) - **Latitude**

- **Changes:**
  - Changes are permitted and a change fee does not apply.
  - Your total ticket price may increase if changes are made and the original fare you booked is no longer available, or if you call Air Canada Reservations, who may not have access to the original fare. Advance purchase may apply.
  - Lower Latitude fares may be available only at aircanada.com for selected flights and dates. **Any changes not completed on aircanada.com may result in a higher Latitude fare** than would otherwise be available.
  - **Same-day standby** is permitted at no charge.
  - Flights can only be used in sequence from the place of departure specified on the itinerary.
- **Cancellations:**
  - Tickets are **fully refundable** and **non-transferable.**
    Partially used tickets may be submitted for a refund assessment. The refund will be calculated as follows: actual fare paid minus the value of the portion of the journey that has been flown.
  - **Cancellations** can be made up to 45 minutes prior to departure.
- **Complimentary *Preferred* seat selection** on Air Canada and Air Canada Express, subject to availability.
- Within Continental North America, a complimentary snack selection will be offered on most short haul flights between 1.5 and 2 hours (does not apply to Air Canada Express flights operated by Jazz; and a complimentary snack and sandwich selection will be offered on most flights of more than 2 hours (sandwich selection is not offered on Air Canada Express flights operated by Jazz).
- Flights operated by Air Canada: earn 125% Aeroplan Miles (Altitude Qualifying Miles).

Please read important information and notices regarding Air Canada's general conditions of carriage.

Baggage Allowance and Fees

Prepare your checked and carry-on baggage with the help of our Baggage Guide Opens in New Window .

Carry-on Baggage Opens in New Window

When your flight is operated by Air Canada, Air Canada rouge or Air Canada Express, you are entitled to 1 standard item (max. size: 23 x 40 x 55 cm [9 x 15.5 x 21.5 in]) and 1 personal item (max. size: 16 x 33 x 43 cm [6 x 13 x 17 in]). Maximum weight for each item is 10 kg (22 lb). View more details Opens in New Window.

s.19(1)

EDM - VAN

From: - McCord Travel Management < @mccordtravel.ca>
Sent: September-02-16 12:37 PM
To: Landry, Joelle
Subject: 09Sep16 / Jody Wilson Raybould - Edmonton to Vancouver *e-ticket

Itinerary/Receipt

Your booking is confirmed. Please print/retain this page for your financial records (e.g. for taxation, expense claim or payment card reconciliation purposes). We thank you for choosing Air Canada and look forward to welcoming you on board.

Scan this barcode to check in at any Air Canada check in kiosk.

Booking Date: **Sep 2, 2016** Passengers: **Ms Jody Wilson raybould**
Agent Name:
Agent ID:

Booking Information

Booking Reference: RYWUDE

Electronic Ticketing confirmed. This is your official itinerary/receipt.
Main Contact:
mccord travel management
@mccordtravel.ca
1-613-7556000

Customer Care
Air Canada
1-888-247-2262
Flight Arrivals and Departures
1-888-422-7533

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Flight Arrivals & Departures - check online if my flight is on time.
Check-in online and print my boarding pass.

* Can my booking be changed online?

Flight Itinerary

s.18(a)
s.19(1)

Flight	From	To	Stops	Duration	Aircraft	Fare Type	Meal
AC239	**Edmonton, Edmonton Int'l (YEG)** Fri 09-Sep 2016 10:20	**Vancouver, Vancouver Int'l (YVR)** Fri 09-Sep 2016 10:55 - Terminal M	0	1hr35	319	Latitude , B	

Passenger Information

1: Ms Jody Wilson raybould : Adult (16+), Ticket Number: 0142166850948

Air Canada - Aeroplan :		Meal Preference :	**None**
Payment Card:		Special Needs:	**None**
Seat Selection:	AC239 **13A** (***Preferred***)		

Purchase Summary

Fare Summary	
Passenger Type	**Adult**
Air Transportation Charges	
Departing Flight - Latitude	**449.00**
Surcharges	12.00
Taxes, Fees and Charges	
Canada Airport Improvement Fee	30.00
Canada Goods and Services Tax (GST/HST #10009-2287 RT0001)	24.91
Air Travellers Security Charge (ATSC)	7.12
Total before options (per passenger)	**523.03**
Number of passengers	x 1
Total with options	**523.03**
Grand Total - Canadian dollars	**$523.03**

Payment Information

Credit/Debit Card - Amount paid: **$523.03**
The following amount (tax inclusive) will appear on your credit card or debit card statement:

Air Canada: $523.03 (Air Transp. Charges - per ticket)

Ticket number(s): 0142166850948

Fare Rules

Departing Flight Edmonton (YEG) To Vancouver (YVR) - **Latitude**

- **Changes:**
  - Changes are permitted and a change fee does not apply.
  - Your total ticket price may increase if changes are made and the original fare you booked is no longer available, or if you call Air Canada Reservations, who may not have access to the original fare. Advance purchase may apply.
  - Lower Latitude fares may be available only at aircanada.com for selected flights and dates. **Any changes not completed on aircanada.com may result in a higher Latitude fare** than would otherwise be available.
  - **Same-day standby** is permitted at no charge.
  - Flights can only be used in sequence from the place of departure specified on the itinerary.
- **Cancellations:**
  - Tickets are **fully refundable** and **non-transferable**.
    Partially used tickets may be submitted for a refund assessment. The refund will be calculated as follows: actual fare paid minus the value of the portion of the journey that has been flown.
  - **Cancellations** can be made up to 45 minutes prior to departure.
- **Complimentary *Preferred* seat selection** on Air Canada and Air Canada Express, subject to availability.
- Within Continental North America, a complimentary snack selection will be offered on most short haul flights between 1.5 and 2 hours (does not apply to Air Canada Express flights operated by Jazz; and a complimentary snack and sandwich selection will be offered on most flights of more than 2 hours (sandwich selection is not offered on Air Canada Express flights operated by Jazz).
- Flights operated by Air Canada: earn 125% Aeroplan Miles (Altitude Qualifying Miles).

Please read important information and notices regarding Air Canada's general conditions of carriage.

Baggage Allowance and Fees

Prepare your checked and carry-on baggage with the help of our Baggage Guide Opens in New Window .

Carry-on Baggage Opens in New Window

When your flight is operated by Air Canada, Air Canada rouge or Air Canada Express, you are entitled to 1 standard item (max. size: 23 x 40 x 55 cm [9 x 15.5 x 21.5 in]) and 1 personal item (max. size: 16 x 33 x 43 cm [6 x 13 x 17 in]). Maximum weight for each item is 10 kg (22 lb). View more details Opens in New Window.

s.19(1)

The Westin Edmonton
10135 100 St
Edmonton, AB T5J 0N7
Canada
Tel: 780-426-3636 Fax: 780-428-1454

WESTIN
HOTELS & RESORTS

Jody Wilson

Page Number	: 1		Invoice Nbr	: 27709165
Guest Number	: 1102130			
Folio ID	: A			
Arrive Date	: 07-SEP-16	21:55		
Depart Date	: 09-SEP-16	12:27		
No. Of Guest	: 2			
Room Number	: 1412			
Club Account	:			

Copy Tax Invoice

Tax ID : 815461330RT0001
The Westin Edmonton 15-SEP-16 14:15

Date	Reference	Description	Charges (CAD)	Credits (CAD)
07-SEP-16	DEPOSIT	Deposit-MC-2548		-336.81
07-SEP-16	RT1412	Room Charge	150.00	
07-SEP-16	RT1412	GST	7.73	
07-SEP-16	RT1412	Destination Marketing Fee	4.50	
07-SEP-16	RT1412	Tourism Levy	6.18	
08-SEP-16				
08-SEP-16	RT1412	Room Charge	150.00	
08-SEP-16	RT1412	GST	7.73	
08-SEP-16	RT1412	Destination Marketing Fee	4.50	
08-SEP-16	RT1412	Tourism Levy	6.18	
09-SEP-16	MC	Mastercard-		-7.51
		** Total	344.32	-344.32
		*** Balance	0.00	

→ to be deducted.

FIND CLARITY, BOOST HAPPINESS - Like a gym membership for your mind, Headspace gives you simple tools to feel happier, work smarter and sleep better. Get some Headspace at westin.com/headspace

Continued on the next page

✓ credit received for Sept. 8.

s.19(1)

The Westin Edmonton
10135 100 St
Edmonton, AB T5J 0N7
Canada
Tel: 780-426-3636 Fax: 780-428-1454

WESTIN
HOTELS & RESORTS

Jody Wilson

Page Number	:	2		Invoice Nbr	: 27709165
Guest Number	:	1102130			
Folio ID	:	A			
Arrive Date	:	07-SEP-16	21:55		
Depart Date	:	09-SEP-16	12:27		
No. Of Guest	:	2			
Room Number	:	1412			
Club Account	:				

As a Starwood Preferred Guest you have earned at least 900 Starpoints for this visit

Tell us about your stay. www.westin.com/reviews

EXPENSE SUMMARY REPORT

Currency: CAD

Date	Room	GST	Tour Levy	Food\Bev	Phone	Other	Total	Payment
09-07-2016	150.00	7.73	6.18	0.00	0.00	-332.31	-168.40	0.00
09-08-2016	150.00	7.73	6.18	0.00	0.00	12.00	175.91	0.00
09-09-2016	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-7.51
Total	300.00	15.46	12.36	0.00	0.00	-320.31	7.51	-7.51

09/28 | 09/30 44536 | AIR CAN 0142167919151 WINNIPEG MB | $ 296.84 142533 | $ 0.00 | $ 296.84 P889898

Passenger Name Wilsonraybould/Jody Ms
Ticket Number 0142167919151
Departure Date 10/15/2016
Issue Date 09/28/2016

Leg 1 of 1
Originating City YHZ - Halifax International, Halifax, Canada
Destination City YOW - Ottawa Intl Arpt, Ottawa, Canada
Flight Number 8537
Departure Time 00:00:00
Arrival Time 00:00:00
Carrier AC
Class of Service G
Fare Basis Code G10ULTP

09/28 | 10/04 83996 | CREDIT ADJUSTMENT WESTIN (WESTIN HOTELS) | $ -168.41 00 | $ 0.00 | $ -168.41 P889898

Number of Nights 0
Billing Adjustment U

09/29 | 09/30 44529 | AIR CAN 0142167957197 WINNIPEG MB | $ 1,591.20 124621 | $ 0.00 | $ 1,591.20 P889898

Passenger Name Wilsonraybould/Jody Ms
Ticket Number 0142167957197
Departure Date 10/10/2016
Issue Date 09/29/2016

Leg 1 of 3
Originating City YQQ - Comox, Canada
Destination City YVR - Vancouver Intl Arpt, Vancouver, Canada
Flight Number 8308
Departure Time 00:00:00
Arrival Time 00:00:00
Carrier AC
Class of Service B
Fare Basis Code B0LTC

Leg 2 of 3
Originating City YVR - Vancouver Intl Arpt, Vancouver, Canada
Destination City YYZ - Pearson International, Toronto, Canada
Flight Number 1136
Departure Time 00:00:00
Arrival Time 00:00:00
Carrier AC
Class of Service B
Fare Basis Code B0LTC

Leg 3 of 3
Originating City YYZ - Pearson International, Toronto, Canada
Destination City YOW - Ottawa Intl Arpt, Ottawa, Canada
Flight Number 470
Departure Time 00:00:00
Arrival Time 00:00:00
Carrier AC
Class of Service B
Fare Basis Code B0LTC

09/29 | 09/30 44534 | INTERNATION40065735225 OTTAWA ON | $ 45.09 125208 | $ 0.00 | $ 45.09 P889898

JWR

09/29 | 09/30 44530 | CREDIT ADJUSTMENT AIR CAN 0149565930160 | $ -926.23 00 | $ 0.00 | $ -926.23 P889898

Passenger Name Wilsonraybould/Jodyms
Ticket Number 0149565930160
Issue Date 09/29/2016

Leg 1 of 1
Departure Time 00:00:00
Arrival Time 00:00:00
Carrier AC
Class of Service Y

09/30 | 10/03 45622 | INTERNATION40065735316 OTTAWA ON | $ 45.09 133231 | $ 0.00 | $ 45.09 P889898

09/30 | 10/03 45623 | AIR CAN 0149565978425 WINNIPEG MB | $ 1,131.68 133320 | $ 56.00 GST $ 56.00 | $ 1,187.68 P889898

Passenger Name Wilsonraybould/Jody Ms
Ticket Number 0149565978425
Departure Date 10/10/2016
Issue Date 09/30/2016

Leg 1 of 1
Originating City YBL - Municipal, Campbell River, Canada
Destination City YVR - Vancouver Intl Arpt, Vancouver, Canada
Flight Number 6589
Departure Time 00:00:00
Arrival Time 00:00:00
Carrier AC
Class of Service H
Fare Basis Code H0SLTPC

s.19(1)

hotel confirmation

From: The Westin Edmonton <GCCUSTSERVICE@CONFIRM.STARWOODHOTELS.COM>
Sent: August-30-16 12:19 PM
To:
Subject: Rest easy. Your reservation has been confirmed (261860385).

THE WESTIN EDMONTON
10135 100th Street
Edmonton, Alberta T5J 0N7 Canada
Phone: (1)(780) 426-3636 Fax: (1)(780) 428-1454

- Contact Us >
- Guest Rooms >
- Features and Activities >
- Dining Options >
- Local Area >
- Driving Directions >
- Area Map >
- Meeting Space >

Welcome Back JODY,

Your reservation is all set – we're excited to welcome you to The Westin Edmonton,

At Westin, we're committed to your well-being. If there's anything you need as we prepare for your arrival, don't hesitate to ask

Stay Well.

Confirmation: 261860385

STAY CONNECTED

YOUR STARWOOD PREFERRED GUEST DETAILS

Member Name: JODY WILSON
SPG Number:
Starpoint Balance

LOGIN TO YOUR ACCOUNT

ACCESS YOUR24™:

s.19(1)

Click here for the flexibility to choose your check-in time.

SUITE NIGHT AWARDS

Suite Night Award Balance: 10

Upgrade your stay using your Suite Night Awards. Click here to request an upgrade.

YOUR RESERVATION

Check In	07-SEP-2016 - 3:00 PM *
Check Out	09-SEP-2016 - 12:00 PM *
Number of Rooms	1
Number of Guests	

* Indicates standard hotel check-in and check-out times and does not reflect special arrangements made with the hotel.

Please do not reply to this e-mail. It is a post-only email and responses will not be monitored. If you need to modify or cancel your reservation, please refer to the disclosure section below for additional instructions.

YOUR ACCOMMODATIONS: ROOM 1 OF 1

Guest Name	JODY WILSON
Number of Adults	
Number of Children	0

Room Description
Traditional Non-smoking: King Bed

- 285 sq ft/26 sq m
- Heavenly Bed And Bath
- 32 Inch Flat Panel Lcd Tv
- Modern Design
- In-room Safe
- Smoke-free

YOUR RATE: ROOM 1 OF 1

Rates for the night of:
07-Sep-16, 08-Sep-16

Rate Details	Canadian Provincial Government Rate - Government ID is required. Guests must be Canadian Provincial government employees and must show valid government identification at check in.
Room Rate	[illegible] CANADA DOLLAR per night

Taxes
Room rate excludes the following:
Goods & Svc Tax:
5.0 % Per Room / Per Night
Room Tax:
4.0 % Per Room / Per Night

Department of Justice Canada | Ministère de la Justice Canada

PAYMENT VOUCHER | BORDEREAU DE PAIEMENT

Scanned Documents / Documents numérisés ☐
Final Payment / Paiement Final ☐
Original document kept in legal file / Document original conservé dans le dossier ☐

Region - Région: NCR
Organization - Organisation: Minister's Office
Vendor code - Code fournisseur: s.18(a)

118096

Payee name - Nom du bénéficiaire: Bank of Montreal
Address - Adresse:

Date goods received or services rendered - Date de réception des produits ou services:
Date invoice received / Date de réception de la facture:

CHEQUE STUB INFORMATION - INFORMATION SUR LE TALON DU CHÈQUE

Invoice number Numéro de la facture	Details Détails	Amount Montant
September 03, 2016	Joelle Landry BMO - Sept 03, 2016 - [redacted]	1392.02

ACCOUNTING INFORMATION *(FOR ADDITIONAL LINES SEE PAGE 2)* - RENSEIGNEMENTS DE LA COMPTABILITÉ *(POUR DES LIGNES SUPPLÉMENTAIRES - VOIR PAGE 2)*

	GL Account Compte général	Net Amount Montant net	HST/GST TVH/TPS	QST/ TVQ	Cost center Centre de coût	Fund Fonds	Functional Area Domaine Fonctionnel	Order Ordre	Assignment Affectation	Description	Commitment PO Engagement Bon de commande	Line Item L. d'item
1	4516	438.48	57.00		12020	15	4010			Images on Bank - framing Human Rights Chart	300260817	
2	5035	39.00	5.07		12020	15	4010			Production Case (abloy key)	300260920	
3												
Sub-Total		$ 477.48	$ 62.07	$ 0.00								
Sub-Total Tax Amount			$ 62.07									
TOTAL		$ 539.55										

The following boxes must be check by the verifier - Les cases suivantes doivent être cochée par le vérificateur

☐ Services Rendered/Goods Supplied / Services rendus/marchandises livrées
☐ Contract Terms Met / Rencontre les Termes du contrat
☐ Supporting documentation / Documentation à l'appui

Account Verified - Name / Compte Vérifié - Nom | Signature | Date Y-A M D-J

Prepared by - Name / Préparé par - Nom: Anne Grenier | Date Y-A 2016 M 09 D-J 12 | G / R:

CERTIFIED PURSUANT TO SECTION 34 OF THE *FINANCIAL ADMINISTRATION ACT* - CERTIFIÉ EN VERTU DE L'ARTICLE 34 DE *LA LOI SUR LES FINANCES PUBLIQUES*

Name - Nom: Catherine Rudick | Signature: [signature] | Date: SEP 15 2016

JUS 396-4 (2014/01)

Department of Justice Canada | Ministère de la Justice Canada

PAYMENT VOUCHER | BORDEREAU DE PAIEMENT

Scanned Documents / Documents numérisés ☐
Final Payment / Paiement Final ☐
Original document kept in legal file / Document original conservé dans le dossier ☐

Region - Région: NCR	Organization - Organisation: Minister's Office	Vendor code - Code fournisseur : s.18(a) s.19(1) 118096
Payee name - Nom du bénéficiaire : Bank of Montreal		
Address - Adresse :		
Date goods received or services rendered - Date de réception des produits ou services:	Date invoice received / Date de réception de la facture: Sept 08 2016	

CHEQUE STUB INFORMATION - INFORMATION SUR LE TALON DU CHÈQUE

Invoice number / Numéro de la facture	Details / Détails	Amount / Montant
September 03 2016	Joelle Landry BMO - Sept 03 2016 -	1392.02

ACCOUNTING INFORMATION *(FOR ADDITIONAL LINES SEE PAGE 2)* - **RENSEIGNEMENTS DE LA COMPTABILITÉ** *(POUR DES LIGNES SUPPLÉMENTAIRES - VOIR PAGE 2)*

	GL Account / Compte général	Net Amount / Montant net	HST/GST / TVH/TPS	QST/ TVQ	Cost center / Centre de coût	Fund / Fonds	Functional Area / Domaine Fonctionnel	Order / Ordre	Assignment / Affectation	Description	Commitment PO / Engagement Bon de commande	Line Item / L. d'item
1	4528	496.00	64.48		11050	15	4010			4 Office (toner)	300261279	
2	4511	197.40	25.66		11020	15	4010			G&T (paper)	300258332	2
3	4511	61.00	7.93		11050	15	4010			MicroMax plus (dater)	300259171	1

	Net Amount	HST/GST	QST/TVQ
Sub-Total	$ 754.40	$ 98.07	$ 0.00
Sub-Total Tax Amount		$ 98.07	
TOTAL	$ 852.47		

The following boxes must be check by the verifier - Les cases suivantes doivent être cochée par le vérificateur

☐ Services Rendered/Goods Supplied / Services rendus/marchandises livrées
☐ Contract Terms Met / Rencontre les Termes du contrat
☐ Supporting documentation / Documentation à l'appui

Account Verified - Name / Compte Vérifié - Nom	Signature	Date Y-A M D-J
Prepared by - Name / Préparé par - Nom: Anne Grenier	Date Y-A 2016 M 09 D-J 12	G / R :

CERTIFIED PURSUANT TO SECTION 34 OF THE *FINANCIAL ADMINISTRATION AC* ... **34 DE *LA LOI SUR LES FINANCES PUBLIQUES***

Name - Nom	Signa	Date Y-A M D-J: 15 SEP. 2016

JUS 396-4 (2014/01)

MasterCard BMO Financial Group Canada

RECEIVED
SEP - 9 2016

s.18(a)

Your Acquisition Card Statement

JOELLE LANDRY **GOVT OF/GOUV DU CANADA**

→ Stmt. date: Sep. 3, 2016 → Acct. balance: $1,392.02

Details of your transactions

Item no.	Trans date	Posting date	Description	Amount
			TRANSACTIONS FOR ACCOUNT NUMBER	
1	Aug. 10	Aug. 11	IMAGE ON BANK OTTAWA ON 12020	495.48
2	Aug. 16	Aug. 16	PRODUCTION CASE COMPAN CARP ON 12020	44.07
3	Aug. 17	Aug. 17	AUTOMATIC PAYMENT RECEIVED - THANK YOU	380.15CR
4	Aug. 23	Aug. 23	4-OFFICE AUTOMATION MISSISSAUGA ON 11050	560.48
5	Aug. 24	Aug. 25	G&T Don Mills Don Mills ON 11020	223.06
6	Sep. 2	Sep. 2	MICROMAX GATINEAU QC 11050	68.93
7	Sep. 3	Sep. 3	INTEREST ADVANCES @ 00.00000% TO 03SEP	0.00
8	Sep. 3	Sep. 3	INTEREST PURCHASES @ 00.00000% TO 03SEP	0.00

Cathy

Lea

PRE-AUTHORIZED DEBIT IN EFFECT AS
REQUESTED FROM YOUR DESIGNATED
PAYMENT ACCOUNT.

Report any items which do not agree with your records within 30 days of statement date.

Your account at a glance

	Previous balance, Aug. 3	$380.15
-	Payments - thank you	$380.15CR
-	Other credits	$0.00
+	Purchases	$1,392.02
+	Cash advances/Cheques	$0.00
+	Interest	$0.00
+	Fees	$0.00
+	Other charges	$0.00
→	**New account balance, Sep. 3**	**$1,392.02**
	Your credit limit	$15,000.00
	Credit available, Sep. 3	$ 13,607.98

STATEMENT ONLY
DO NOT PAY!

Helpful information

Transactions listed in this statement :

Airlines	$ 0.00
Hotel	$ 0.00
Car rental	$ 0.00
Restaurants	$ 0.00
Retail	$ 1,392.02
Cash advances/Cheques	$ 0.00
Other	$ 0.00

Contact us	Elsewhere call	Canada & US	Please address any written enquiries to:
Enquiries/Lost or stolen cards:	416-232-6200	1 866 667-4849	MasterCard P.O.Box 300 Station M Toronto, ON M6S 4X2

JTA0646753-0005219-02576-0001-0001-00-

MasterCard BMO Financial Group

PO BOX 187 STATION F
TORONTO ON M4Y 2L5

→ Approved by:

Signature	Signature
Name	Name
Date	Date

02576

JOELLE LANDRY
284 WELLINGTON STREET EMB - 3056
OTTAWA ON
K1A 0H8

s.18(a)

Account Information

Name	LANDRY, JOELLE .	**Corporation**	MINISTERE DE LA JUSTICE
ID		**Default Code**	

Statement Highlights

Statement Date	09/03/2016	**Statement ID**	29481
Account #		**Currency**	CANADIAN DOLLAR
Account Limit	15000.00	**Payment Due Date**	09/17/2016
Account Balance	1392.02	**Minimum Payment**	1392.02

Your payment was received

Transaction Details

Account Number -

Tran ID	Tran Date	Proc Date	Description	Auth #	Addendum	GL/Customer Code	Total Tax	Amount
439001744	08/10	08/12	IMAGE ON BANK OTTAWA, ON, CAN	100136	No Addendum	-	57.00*	495.48
439372945	08/16	08/17	PRODUCTION CASE COMPAN CARP, ON, CAN	153034	No Addendum	-	5.07*	44.07
439372946	-	08/17	AUTOMATIC PAYMENT RECEIVED - THANK YOU	-	-	-	-	380.15 CR
440125386	08/23	08/24	4-OFFICE AUTOMATION MISSISSAUGA, ON, CAN	104050	No Addendum	-	64.48*	560.48
440528421	08/24	08/26	G&T Don Mills Don Mills, ON, CAN	093053	Purchasing	JOELLE K045834000	25.66	223.06
441285157	09/02	09/02	MICROMAX GATINEAU, QC, CAN	121710	No Addendum	00000000000000000	3.28*	68.93

Report any items which do not agree with your records within 30 days of statement date.

* - Tax is estimated using information provided from the transaction and is for informational purposes only.

Statement Summary

Previous Balance	380.15
- Payments - thank you	380.15 CR
- Other Credits	0.00
Purchases	1392.02
+ Cash Advances	0.00
+ Interest	0.00
+ Fees	0.00
+ Other Charges	0.00
New Account Balance, 09/03	**1392.02**

Interest Information

	Purchases/Other	Cash advance/Cheques
Interest charges on this statement	0.00	0.00
Annual interest rates next period (%)	0.00000%	0.00000%
Daily interest rates next period (%)	0.00000%	0.00000%

Contact Information

	Local Calls	Collect Calls	Toll free Calls
Enquiries	416 232 6200		1 866 667 4849
Lost or Stolen cards	416 232 6200		1 866 667 4849

Internet http://www.bmo.com/spendandpayment
http://www.bmo.com/achatetpaiement

IMPORTANT PAYMENT INFORMATION

If you are paying by mail, please make your cheque or money order payable to BMO Bank of Montreal. Mail your payment to: MasterCard Payment Centre, P.O. Box 6044 Stn. Centre-Ville, Montreal, Quebec H3C 3X2

LANDRY, JOELLE
284 WELLINGTON STREET
EMB - 3056
OTTAWA, ON
K1A0H8, CAN

Card number	
Account Balance	1392.02 CAD
Minimum payment Due	1392.02 CAD
Payment due by (MM/DD/YYYY)	09/17/2016
Amount you're paying	____________

Images on Bank
147 Bank Street
Ottawa, ON.
K1P 5N7
613.236.1690
Your Professional Picture Framer

INVOICE
FACTURE

Our Number / Notre Numéro: 1090
Date: JULY 20/16
Customer's Order / Commande de client:
Sales person / Vendeur:
Terms / Conditions:
F.O.B. / F.A.B.:

Sold to / Vendu á: DEPARTMENT OF JUSTICE
Ship to / Livré á: JOELLE LANDRY
Address / Adresse: Via 613-941-6042

HST #114246853

Quantity / Quantité	Description	Price / Prix		Amount / Montant	
2	CANADIAN CHARTER OF				
	RIGHTS & FREEDOMS				
	1 ENGLISH, 1 FRENCH				
	8320 - 3"				
	REG. GLASS				
	MB MOUNTING				
	CB BACKING				
	225 - 165 23 5/8 x 28 3/4				
	$252 - 13%	219	24	438	48
	HST			57	00
Signature		Total		495	48

Paid [illegible] Aug 10 [illegible]

12020
3002608817

000972

s.18(a)

IMAGE ON BANK
147 BANK STREET
OTTAWA, ON
Merch1 Line1
Merch1 Line6

Term ID: 28462694

Purchase

MASTERCARD   Entry Method: M

Total: $ 495.48

2016/08/10   10:01:36

Seq #: 001-764002-0

Appr Code: 100136

Resp Code: 01/027

APPROVED
Thank You

Customer Copy

- IMPORTANT -
retain this copy for your records

Merch1 Footer4

Bank

INVOICE FACTURE

icture Framer

Our Number / Notre Numéro	1090
Date	JULY 2016
Customer's Order / Commande de client	
Salesperson / Vendeur	I.F
Terms / Conditions	
F.O.B. / F.A.B.	

MENT OF JUSTICE

LANDRY

Via 613-941-6042

HST #114246853

ion	Price Prix		Amount Montant	
ADIAN CHARTER OF				
RIGHTS & FREEDOMS				
ENGLISH, 1 FRENCH				
0 - 3"				
REG. GLASS				
MB MOUNTING				
CB BACKING				
225 - 165 23 5/8 x 28 3/4				
$252 - 13%	219	24	438	48
HST			57	00
Signature / Total			495	48

Paid Full Aug 10/16

IMAGES ON BANK

☐ CUSTOM FRAMING, LAMINATION & DECOR
☐ 147 BANK STREET, OTTAWA, 236.1690
☐ WWW.IMAGESONBANK.CA

DATE: THUR JUNE 30 2016

NAME: JOELLE LANDRY.

PHONE #: 613 941 6042

x2

DESCRIPTION: CANADIAN CHARTER OF RIGHTS + FREEDO

CONDITION: 1 FRENCH 1 ENGLISH.

ONE IN STR ✓

	MAT #	SIZE
x2	(8320)	3"

SELF:

H	V	O	M

SPECIAL INSTRUCTIONS:

SEE BACK ☐

☐ ACIDFREE BACKING & TAPE
GLASS: ☒ RG ☐ NG ☐ UV
MOUNTING: ☐ FC ☐ MB ☐ NO
BACKING: ☐ FC ☐ CB ☐ NO

☐ MEDITE LAMINATION
☐ FLUSHMOUNT
☐ CANVAS TRANSFER

UI	MOULDING #	CODE	SIZE	
	225-165	W8	23 5/8 X 28 3/4	x2

DATE DUE: THUR 14. JULY

252 - 13% = 219.24 x 2

☑ CALL WHEN READY

PRICE 438.48

DATE CALLED: JULY 20

☐ INVOICE TO: DEPT OF JUSTICE

HST 57.00

1 OF 1 WORK ORDERS

TOTAL 495.48

GRAND TOTAL: 495.48

GST# 114246853

DEPOSIT ∅

IMAGES ON BANK IS NOT RESPONSIBLE FOR CUSTOMERS WORK LEFT OVER 30 DAYS.

BALANCE DUE 495.48

Department of Justice Canada | Ministère de la Justice Canada

Initiation and Commitment Expenditure Request
Demande d'initiation et d'engagement de dépense

☐ ORIGINAL ☐ CLOSE/FERMER ☐ AMEND/MODIFICATION ☐ RE-OPEN/RE-OUVERTURE

FISCAL YEAR / EXERCICE FINANCIER: 2016-2017

1 BRANCH, SECTION / DIRECTION GÉNÉRALE, SECTION: DM Business Group

VENDOR NO. / N° DE FOURNISSEUR: 118096

2 Name of Card Holder (if applicable) / Nom du titulaire d'une carte d'acquisition (si applicable): Joelle Landry

3 ACCOUNTING INFORMATION / INFORMATION COMPTABLE

Original Financial Commitment description - Description d'engagement de fonds originale

Trans. Type Type de Trans.	GL ACCOUNT COMPTE GL	COST CENTER CENTRE DE COÛTS	FUND FONDS	FUNCTIONAL AREA DOMAINE FONCTIONNEL	ORDER NO. N° DE COMMANDE	COMMITMENT AMOUNT MONTANT D'ENGAGEMENT	TAX AMOUNT MONTANT DE LA TAXE	TOTAL AMOUNT MONTANT TOTAL	COMMITMENT NO. N° D' ENGAGEMENT	LINE NO.	DESCRIPTION (text)
ACP	4516	12020	15	4010		$ 500.00		$ 500.00	300260817		Framing Human Rights Chart × 2
								$ 0.00			
								$ 0.00			
								$ 0.00			
								$ 0.00			
								$ 0.00			
Amended Financial Commitment Description - Description de l'Amendement à l'Engagement de Fonds											
								$ 0.00			
								$ 0.00			
								$ 0.00			
								$ 0.00			
								$ 0.00			
								$ 0.00			
								$ 0.00			
								$ 0.00			

5 Prepared by / Préparé par

Name (Print) / Nom (lettre moulée) : Anne Grenier | Signature : [signature] | Date : June 15 2016

6 Certified pursuant to Section 32(1) of the Financial Administration Act and authorized under the Expenditure Initiation. I authorize the use of the acquisition card for this purchase.

Certified pursuant to Section 32(1) of the Financial Administration Act and authorized under the Expenditure Initiation. I authorize the use of the acquisition card for this purchase.

Name of manager / Nom du gestionnaire: Stéphanie Poliquin | Signature : [signature] | Date : 15 juin 16

JUS 817 (2014/11)

s.19(1)

SUP vérifier si la Sec 32 est avec Sylvie si oui SUP payer avec BMO

Production CASE company

PO Box 969
Stittsville, Ontario K2S 1B1
613-836-2248

Invoice

Date	Invoice #
20/06/2016	15026

Invoice To

Department of Justic Canada
284 Wellington Street - EMB 4143C
Ottawa, Ontario K1A0H8
Canada
Attn:

Ship To

Department of Justic Canada
284 Wellington Street - EMB 4143C
Ottawa, ON K1A0H8
Canada
Attn

P.O. No.	Terms	Contact	Ship Via	Docket
	Net 30	PL	Pick up	17179

Description	Qty	Unit Price	B/O	Extention
Abloy Key	2	19.50	0	39.00

Paid BMO Aug 16

300260 920

Please remit payment to PO BOX 969 STITTSVILLE ON K2S 1B1

THANK YOU FOR YOUR BUSINESS !

WWW.PRODUCTIONCASE.COM

Subtotal	CAD 39.00
GST/HST	CAD 5.07
Total	CAD 44.07
Payments/Credits	CAD 0.00
Balance Due	CAD 44.07

Title to goods remain vested with seller until paid for. Interest 2% per month (24% per annum) will be charged on all amounts over 30 days.
Les biens demeurent la propriété du vendeur jusqu'au paiment en totalité. Intérêt de 2% par mois (24% par année) seront chargés sur le montant en souffrance.

GST/HST No. 102611340 QST No. 1220377896

Invoice

Production CASE company
PO Box 969
Stittsville, Ontario K2S 1B1
613-836-2248

Date	Invoice #
20/06/2016	15026

PAID 16/08/2016

Invoice To

Department of Justic Canada
284 Wellington Street - EMB 4143C
Ottawa, Ontario K1A0H8
Canada
Attn:

Ship To

Department of Justic Canada
284 Wellington Street - EMB 4143C
Ottawa, ON K1A0H8
Canada
Attn:

P.O. No.	Terms	Contact	Ship Via	Docket
	Net 30	PL	Pick up	17179

Description	Qty	Unit Price	B/O	Extention
Abloy Key	2	19.50	0	39.00
PAID IN FULL MASTERCARD				

12020 300260 720

Please remit payment to PO BOX 969 STITTSVILLE ON K2S 1B1

THANK YOU FOR YOUR BUSINESS !

WWW.PRODUCTIONCASE.COM

Subtotal	CAD 39.00
GST/HST	CAD 5.07
Total	CAD 44.07
Payments/Credits	CAD -44.07
Balance Due	CAD 0.00

Title to goods remain vested with seller until paid for. Interest 2% per month (24% per annum) will be charged on all amounts over 30 days.
Les biens demeurent la propriété du vendeur jusqu'au paiment en totalité. Intérêt de 2% par mois (24% par année) seront chargés sur le montant en souffrance.

GST/HST No. 102611340 QST No. 1220377896

Department of Justice Canada | Ministère de la Justice Canada

FOR APPROVAL

MEMORANDUM TO THE CHIEF OF STAFF

SECTION 32
(FOR APPROVAL)

OBJECT

To obtain the section 32 approval for the cutting of secure briefcase keys.

CONTEXT

Initial section 32 was prepared but lost and an after the fact is required in order to proceed with payment.

Your signature for the section 32 in the amount of $44.07 for c.c 12020 is required to proceed with the payment of the invoice of Production Case Company.

CONSIDERATIONS

In accordance with Treasury Board policy, your signature is required.

Do you approve? Yes ✓ / No ____

Catherine Rudick ______ Sept 13/2016 Date
Catherine Rudick
Chief of Staff, Deputy Minister's Office

PREPARED BY
Anne Grenier
Administrative Assistant
613 404-5682
September 12, 2016

s.19(1)

INVOICE

4 Office Automation Ltd.
425 Superior Blvd, Unit 1 & 2
Mississauga, ON L5T 2W5

Mississauga (905) 564-0522
Toronto (416) 4-Office
FAX (905) 564-2865

posted 1155

Invoice No: 838812
Date: 07/15/2016
Account No: 13754-021

Bill To:
Department of Justice
284 Wellington Street
4th Floor
Ottawa, ON K1A 0H8
Canada

Ship To:
Department of Justice
Attn: Anne Grenier613-957-4569
284 Wellington Street
4th Floor EMB-4137B
Ottawa, ON K1A 0H8
Canada

Sales Order No	P.O. Number	Ship Method	Payment Terms	Payment Due
259073		Canpar Transport	Due Upon Receipt	07/15/2016

Remarks	Sales Person

Item No	Description	Serial No	Order	Ship	BkO	UM	Price	Disc	Amount
18221	Kyocera Toner TK-6307K ***Include WT-860 (#18197) on sales order*** Equipment/SN: EQ41144/N431Z02943 Model: TA-4500i		4.0	4.0	0.0	EA	$124.00		$496.00
11962	4O/A Delivery Charge - Supplies 014		1.0	1.0	0.0	EA	$0.00		$0.00

Ordered By: Anne Grenier
Phone: 613-957-4569

Paid [illegible] Aug 23

4528
11050
3600241279

3/8
12020

Invoice Subtotal:	$496.00
Discount:	$0.00
Freight:	$0.00
ON HST:	$64.48
Total Tax:	$64.48
Invoice Total:	**$560.48**

HST #R102515822

s.19(1)

From: Grenier, Anne
Sent: July 14, 2016 1:52 PM
To:
Subject: RE: quote for toner

Bonjour

Nous allons aller de l'avant avec la commande.

Merci,

Anne
613 404-5682

From: [mailto: @4office.com]
Sent: July 8, 2016 2:18 PM
To: Grenier, Anne <Anne.Grenier@justice.gc.ca>
Subject: Re: quote for toner

Bonjour Anne,

Voici l'estimer tell que demander

Merci

Office Administrator
Tel: 613-248-1500
Fax: 613-248-1501
@4office.com

From: "Grenier, Anne" <Anne.Grenier@justice.gc.ca>
To: @4office.com'" @4office.com>
Date: 07/08/16 12:58 PM
Subject: quote for toner

Bonjour

J'aurais besoin d'un quote pour 4 cartouches de toner noir TK-6307 pour notre imprimante KYOCERA 4500i. Laissez-moi savoir svp.

Merci,
Anne Grenier
Administrative Assistant / Adjointe administrative
DM Group Business Centre / Groupe du SM, Centre d'affaires

Funds Commitment 300261279

General Data			
Document type	FC	Document type	050
Company code	0130	Document date	14.07.2016
FM area	JUS	Posting date	14.07.2016
Controlling area	0130	Currency	CAD/ 1.00000

Statistics			
Entered by	AGRENIER	Created on	14.07.2016
Last changed by		Last changed	

More Data	
Text	black toner - KYOCERA 4500i
Reference	
Overall Amount	500.00 CAD

Document item 001			
Text	black toner - KYOCERA 4500i		
Commitment item	1283	Funds center	11050
Fund	15	G/L account	4528
Cost center	11050	Due on	
Vendor		Customer	
Amount	500.00 CAD		
Original amount	500.00 CAD		

4 Office Automation Ltd.
425 Superior Blvd, Unit 1 & 2
Mississauga, ON L5T 2W5

Mississauga (905) 564-0522
Toronto (416) 4-Office
FAX (905) 564-2865

SALES QUOTE

Sales Quote No: 100507
Date: 7/8/16
Account No: 13754-021

s.19(1)

Bill To:
Department of Justice
284 Wellington Street
4th Floor
Ottawa, ON K1A 0H8
Canada

Ship To:
Department of Justice
284 Wellington Street
4th Floor
Ottawa, ON K1A 0H8
Canada

Sales Person	P.O. Number	Ship Method	Payment Terms	Quote Expires On
		Canpar Transport	Due Upon Receipt	8/7/16

Notes

Item No	Description	Quantity	UM	Price	Disc	Amount
18221	Kyocera Toner TK-6307K ***Include WT-860 (#18197) on sales order***	4.00	EA	$124.00	0.00	$496.00

Invoice Subtotal:	$496.00
Discount:	$0.00
Freight:	$0.00
ON HST:	$64.48
Total Tax:	$64.48
Invoice Total:	**$560.48**

s.19(1)

Smart Printing Solutions

Quotation

27-5470 Canotek Rd
Ottawa, ON K1J 9H3
Tel: 613-234-7570 Fax 613-234-7513

DATE July 11 2016

Quotation For:
Anne Grenier
Administrative Assistant
Justice Canada

Prepared by:

	Quote #			TERMS
	Q0711165			Net 30 days
QUANTITY	**DESCRIPTION**	**UNIT PRICE**		**AMOUNT**
4	TK-6307K Kyocera TK-6307K Toner Cartridges	$160.00		$640.00

SUBTOTAL	$640.00
HST 0.13	$83.20
SALES TAX	-
OTHER	-
TOTAL	$ 723.20

Includes Delivery and Installation (where applicable)
Quote is valid for 20 days

If you have any questions concerning this quotation contact at 613-234-7570

s.19(1)

4 Office Automation Ltd.
425 Superior Blvd, Unit 1 & 2
Mississauga, ON L5T 2W5

Mississauga (905) 564-0522
Toronto (416) 4-Office
FAX (905) 564-2865

Packing List

Ship Date: 7/15/16
Shipment Number: S1143905

Bill To: Department of Justice
284 Wellington Street
4th Floor
Ottawa, ON K1A 0H8
Canada

Ship To: Department of Justice
Attn: Anne Grenier613-957-4569
284 Wellington Street
4th Floor EMB-4137B
Ottawa, ON K1A 0H8
Canada

Account Number	S.O. Number	P.O. Number	Ship Method	Date Required
13754-021	259073		Canpar Transport	7/15/16

Remarks	Sales Person
toner	

Item Number	Description	Serial Number	UM	Ordered	Shipped	B/O
18221	Kyocera Toner TK-6307K ***Include WT-860 (#18197) on sales order*** Equipment/SN: EQ41144/N431Z02943 Model: TA-4500i		EA	4.00	4.00	0.00
11962	4O/A Delivery Charge - Supplies 014 Ordered By: Anne Grenier Phone: 613-957-4569		EA	1.00	1.00	0.00

Shipper
4 Office Automation LTD

Signature ____________________

Name ____________________

Date ____________________

Received in apparent good order

Consignee ____________________

Signature ____________________

Name ____________________

Date ____________________

To Be Signed by Shipper and Receiver

s.19(1)

Department of Justice Canada / Ministère de la Justice Canada

Initiation and Commitment Expenditure Request
Demande d'initiation et d'engagement de dépense

FISCAL YEAR / EXERCICE FINANCIER	2016-17

☐ ORIGINAL ☐ CLOSE/FERMER ☐ AMEND/MODIFICATION ☐ RE-OPEN/RE-OUVERTURE

	BRANCH, SECTION / DIRECTION GÉNÉRALE, SECTION	VENDOR NO. / N° DE FOURNISSEUR
1	Minister's Office	118096

2	Name of Card Holder (if applicable) / Nom du titulaire d'une carte d'acquisition (si applicable):	Joelle Landry

3 ACCOUNTING INFORMATION / INFORMATION COMPTABLE

Original Financial Commitment description - Description d'engagement de fonds originale

Trans. Type Type de Trans.	GL ACCOUNT COMPTE GL	COST CENTER CENTRE DE COÛTS	FUND FONDS	FUNCTIONAL AREA DOMAINE FONCTIONNEL	ORDER NO. N° DE COMMANDE	COMMITMENT AMOUNT MONTANT D'ENGAGEMENT	TAX AMOUNT MONTANT DE LA TAXE	TOTAL AMOUNT MONTANT TOTAL	COMMITMENT NO. N° D' ENGAGEMENT	LINE NO.	DESCRIPTION (text)
	4528	11050	15	4010		$ 500.00	$ 65.00	$ 565.00	300261279		black toner - KYOCERA 4500i
								$ 0.00			
								$ 0.00			
								$ 0.00			
								$ 0.00			
								$ 0.00			

Amended Financial Commitment Description - Description de l'Amendement à l'Engagement de Fonds

Trans. Type	GL ACCOUNT	COST CENTER	FUND	FUNCTIONAL AREA	ORDER NO.	COMMITMENT AMOUNT	TAX AMOUNT	TOTAL AMOUNT	COMMITMENT NO.	LINE NO.	DESCRIPTION
								$ 0.00			
								$ 0.00			
								$ 0.00			
								$ 0.00			
								$ 0.00			
								$ 0.00			
								$ 0.00			
								$ 0.00			

5 Prepared by / Préparé par

Name (Print) / Nom (lettre moulée) :	Signature :	Date :
Anne Grenier		2016-07-14

6 Certified pursuant to Section 32(1) of the Financial Administration Act and authorized under the Expenditure Initiation. I authorize the use of the acquisition card for this purchase.

Certified pursuant to Section 32(1) of the Financial Administration Act and authorized under the Expenditure Initiation. I authorize the use of the acquisition card for this purchase.

Name of manager / N	Signature :	Date :
		2016/07/14

000985

GRAND&TOY

INVOICE / FACTURE

PURCHASE ORDER NO. / N° DE COMMANDE D'ACHAT	SOLD TO PURCHASE ORDER NO./ N° DE BON DE COMMANDE DE L'ACHETEUR	TERMS / CONDITIONS
G21749	21749	NET 30 DAYS
ATTENTION / À L'ATTENTION DE	P.S.T. EXEMPT / EXEMPT DE T.V.P.	G&T ORD NO./N° DE COMM.
Joelle Landry		875234-00
INVOICE DATE / DATE DE LA FACTURE M/M D/J Y/A	DUE DATE / DATE D'ÉCHÉANCE M/M D/J Y/A	INVOICE NO./N° DE LA FACTURE
08/16/2016	09/15/2016	K045834

PLEASE REMIT TO / PAYER À
BOX 5500
DON MILLS ON M3C 3L5

SOLD TO ACCOUNT NO. / N° DE COMPTE DE L'ACHETEUR **648437**

SHIP TO ACCOUNT NO. / N° DE COMPTE DE L'EXPÉDITION **648437**

RECEIVED
6961-A01 000093 AUG 2 3 2016

DEPARTMENT OF JUSTICE
PAPER ACCOUNT ONLY
284 WELLINGTON ST
EMB 4056 / JOELLE LANDRY-1000
OTTAWA ON K1A 0H8

SAME

G.S.T.-H.S.T./T.P.S.-T.V.H. 894032192RT Q.S.T./T.V.Q. 1001640701TQ0009 1 / 1

QUANTITY / QUANTITÉ ORD./COMM.	SHIP/EXPÉDIÉE	BACK ORD. COMM. EN ATT.	U/M	DESCRIPTION	REG. UNIT PRICE PRIX COURANT	DISCOUNT ESCOMPTE	NET UNIT PRICE PRIX NET	AMOUNT MONTANT	*
6	6		CT	REPRO-11-1					
				OPTION 1 DOCK DEL REPRO LETTER	32.90	CONTRACT	32.90	197.40	H
				Standing Offer #E60PQ-15PAPR/001/PQ					
				SUB TOTAL				197.40	
				TOTAL HST				25.66	
				1 order = 1 invoice. Want to opt-in for our enhanced invoicing option? Call us at 1-866-391-8111 for more details.					

Paid [illegible] Aug 8 /16
8410 511 4534
300 258332 -2

We appreciate your business! / Merci de votre confiance!
For account enquiries: / Pour information : 613-244-4109

PLEASE PAY / S.V.P. VERSEZ $223.06

*TAXES APPLIED / TAXES APPLIQUÉES P PST TVP G GST TPS H HST TPH

PAYMENT TERMS ARE AS STATED ABOVE FROM DATE OF INVOICE. PAST DUE ACCOUNTS ARE SUBJECT TO A LATE PAYMENT CHARGE. GRAND & TOY LIMITED RESERVES THE RIGHT TO WITHHOLD SHIPMENTS TO CUSTOMERS THAT DO NOT MEET THESE TERMS.

LES CONDITIONS DE PAIEMENT SONT TELLES QUE MENTIONNÉES CI-DESSUS À PARTIR DE LA DATE DE FACTURATION. LES COMPTES EN SOUFFRANCE SERONT SUJETS À DES FRAIS DE CRÉDIT. GRAND & TOY LIMIT SE RÉSERVE LE DROIT DE RETENIR TOUTE LIVRAISON AU CLIENT QUI NE RESPECTE PAS CES CONDITIONS.

DETACH THIS STUB AND ENCLOSE WITH YOUR REMITTANCE. KEEP THE ABOVE PORTION FOR YOUR RECORDS.
PRIÈRE DE DÉTACHER CETTE PORTION ET DE LA RETOURNER AVEC VOTRE PAIEMENT.

GRAND&TOY

SOLD TO ACCOUNT NO. / N° DE COMPTE DE L'ACHETEUR **648437**
DEPARTMENT OF JUSTICE
PAPER ACCOUNT ONLY
284 WELLINGTON ST
EMB 4056 / JOELLE LANDRY-1000
OTTAWA ON K1A 0H8

PLEASE REMIT TO/PAYER À
GRAND & TOY LIMITED
BOX 5500
DON MILLS ON M3C 3L5

INVOICE NUMBER: / N° DE LA FACTURE: **K045834**
INVOICE DATE: / DATE DE LA FACTURE: 08/16/2016
DUE DATE: / DATE D'ÉCHÉANCE: 09/15/2016

PLEASE PAY / S.V.P. VERSEZ **$223.06**

AMOUNT PAID / MONTANT PAYÉ $

Grenier, Anne

From:	Landry, Joelle
Sent:	August 24, 2016 9:36 AM
To:	Grenier, Anne
Subject:	FW: confirmtion

Pour le dossier

Joëlle Landry
992-8474
EMB 4032

From: [mailto: @grandandtoy.com]
Sent: 2016-Aug-24 9:34 AM
To: Landry, Joelle <Joelle.Landry@justice.gc.ca>
Subject: confirmtion

Inv# K045834

Credit Card Number	Exp.	Response	Amount	Auth #
		8/24/16	223.06	093053

Merci , et Bonne journée !

Thank You, and have a great day!

Credit and Collections Assistant, Adjointe aux Crédit et Collections, Finance

900, ch. Belfast Road, Ottawa ON, K1G 0Z6

E-mail: @grandandtoy.com | Tél: 613-244-4058 | Fax: 613-244-4485

Fournitures de bureau | Mobilier de bureau | Impression et documents | Fournitures d'entretien | Technologie
Office Supplies | Interiors & Furniture | Print & Documents | Facility Resources | Technology

GRAND&TOY.

Packing Slip

Order #
875234-00
Sold To Acct #
643536
Order Date
08/12/2016

Sold To:
Sold to acct#: 643536
DEPARTMENT OF JUSTICE
284 WELLINGTON ST
EMB 4036 / JOELLE LANDRY-1000
OTTAWA ON K1A 0H8

Ship To:
Ship to acct#: 648437
DEPARTMENT OF JUSTICE
PAPER ACCOUNT ONLY
284 WELLINGTON ST
EMB 4056 / JOELLE LANDRY-1000
OTTAWA ON K1A 0H8

Route #	Stop #	Wave#
MFA	1	5

Attention	Cost Centre Dept #
Joelle Landry	
Po#	**Requisition / Ship To Po #**
G21749	21749
Ship to Phone #	**PST Exempt #**
613-941-6042	

Ship Whse	Sales #	Order Taker	Order Date	Required Date	Sales Div	Order Type	Freight	Carrier
A9	30655	GCOM101007	08/12/2016	08/12/2016	M0	SI	PRE-PAID	**BEST AVAILABLE

Order Qty	Unit of Measure	Description	Product #	Ship Qty	Unit of Measure	Qty Back Ordered	Net Unit Price	Extended Amount	Tax* Flag	Qty Returned	Location
6	CT	OPTION 1 DOCK DEL REPRO LETTE	REPRO-11-1	60	PK		3.29	197.40	H		OTTAWA1
		Standing Offer #E60PQ-15PAPR/001/PQ									

PLEASE CHECK YOUR ORDER AS SOON AS IT ARRIVES

If your 'stock product' purchase is unsatisfactory, please contact our Customer Service Department within **30 days** of the purchase at 1-866-391-8111 for return instructions and a Return Authorization #.

Any item for return must be returned **complete and in it's original packaging including all manuals and accessories etc.** Technology items must be unopened.

Non-Stock Special and Extended Delivery items are <u>Not Returnable</u>

SUBTOTAL	197.40
TOTAL HST	25.66
ORDER TOTAL	223.06

*Applicable taxes
P=PST
G=GST
H=HST

875234-00/000000443/08151206P

Customer Service
Telephone: 1-866-391-8111
Fax: 1-866-391-8555

Landry, Joelle

From: automatedemail@grandtoy.com
Sent: 2016-Aug-12 12:12 PM
To: Landry, Joelle
Subject: Your grandandtoy.com order is confirmed

Order Confirmation
August 12, 2016

Account # 648437

Dear Joelle Landry ,

This email is to confirm your order number 875234, placed on August 12, 2016 and your PO Number is 21749. Please refer to your order number when making Inquiries.

Order: # 875234 - Order being processed — PO# 21749 Account #648437

Item	Price	Qty	Total
Rolland ReproPlus Recycled Copy Paper REPRO-11-1 Note: Standing Offer #E60PQ-15PAPR/001/PQ	$32.90 CT	Qty: 6	**$197.40**

Expected Delivery Date: August 16, 2016 — Shipped Qty: 60 — Shipped UOM: PK

Subtotal	**$197.40**
GST/HST	$25.66
PST	$0.00
Total Order	**$223.06**

Shipping And Payment Summary

Ship To:		Bill To:	
Name	**DEPARTMENT OF JUSTICE**	Name	**DEPARTMENT OF JUSTICE**

s.19(1)

Department of Justice Canada | Ministère de la Justice Canada

Initiation and Commitment Expenditure Request
Demande d'initiation et d'engagement de dépense

FISCAL YEAR / EXERCICE FINANCIER: 2016-2017

☒ ORIGINAL ☐ CLOSE/FERMER ☐ AMEND/MODIFICATION ☐ RE-OPEN/RE-OUVERTURE

1 BRANCH, SECTION / DIRECTION GÉNÉRALE, SECTION: Minsiter's Office

VENDOR NO. / N° DE FOURNISSEUR: 118096

2 Name of Card Holder (if applicable) / Nom du titulaire d'une carte d'acquisition (si applicable): Joëlle Landry

3 ACCOUNTING INFORMATION / INFORMATION COMPTABLE

Original Financial Commitment description - Description d'engagement de fonds originale

Trans. Type / Type de Trans.	GL ACCOUNT / COMPTE GL	COST CENTER / CENTRE DE COÛTS	FUND / FONDS	FUNCTIONAL AREA / DOMAINE FONCTIONNEL	ORDER NO. / N° DE COMMANDE	COMMITMENT AMOUNT / MONTANT D'ENGAGEMENT	TAX AMOUNT / MONTANT DE LA TAXE	TOTAL AMOUNT / MONTANT TOTAL	COMMITMENT NO. / N° D' ENGAGEMENT	LINE NO.	DESCRIPTION (text)
ACP	4511	11020	15	4010		$ 4,000.00	$ 520.00	$ 4,520.00	300258332	01	Supplies 2016-2017
ACP	4511	11020	15	4010		$ 2,000.00	$ 260.00	$ 2,260.00	300258332	02	Paper 2016-2017
ACP	4511	11050	15	4010		$ 2,500.00	$ 325.00	$ 2,825.00	300259171	01	Supplies 2016-2017
								$ 0.00			
								$ 0.00			
								$ 0.00			

Amended Financial Commitment Description - Description de l'Amendement à l'Engagement de Fonds

Trans. Type	GL	Cost Center	Fund	Functional Area	Order No.	Commitment Amount	Tax Amount	Total Amount	Commitment No.	Line No.	Description
								$ 0.00			
								$ 0.00			
								$ 0.00			
								$ 0.00			
								$ 0.00			
								$ 0.00			
								$ 0.00			
								$ 0.00			

5 Prepared by / Préparé par

Name (Print) / Nom (lettre moulée) : Joëlle Landry

Signature :

Date : 2016-05-11

6 Certified pursuant to Section 32(1) of the Financial Administration Act and authorized under the Expenditure Initiation. I authorize the use of the acquisition card for this purchase. [redacted] ...e Financial Administration Act and authorized under the Expenditure ...uisition card for this purchase.

Name of manager / Nom du gestionnaire: [redacted]

Signature : [redacted]

Date : MAY 16 2016

MICROMAX+
ESTAMPES+ ENSEIGNES+ TROPHÉES
RUBBER STAMPS+SIGNS+TROPHIES

MicroMax Plus
129, Jean-Proulx
Gatineau, Québec J8Z 1T4

Facture# /
Invoice #
36282

Date: 30-08-2016

Facturé à/Billed to:
Gouvernement du Canada
Ottawa, ON

Livré à/Delivered to:
Ministère de la justice
284 Wellington, EMB-4137B
Ottawa, Ontario
Anne Grenier, 613-404-5682

Numéro T.P.S.: R894529999

TVQ: 101 932 0240

Quantité/Qty	Produit/Product			
2	dateur 220 bil	GH	27.50	55.00
	Transport	GH		6.00
	GH - TPSTVH @ 13%			
	TPSTVH			7.93
			TOTAL	68.93

Paid Sep 02

1050 (Pay Fee)

3002591 (11050)

Commande# / Purchase order#

TERMES: FRAIS D 'ADMINISTRATION DE 2% PAR MOIS SUR COMPTE PASSÉ DÛ
TERMS: ADMINISTRATION CHARGES OF 2% PER MONTH ON ALL OVERDUE ACCOUNTS

MESSAGE

La marque de l'excellence!

Grenier, Anne

From: Landry, Joelle
Sent: August 24, 2016 1:07 PM
To: Grenier, Anne
Subject: RE: estampes

Allons pour le moins couteux, mais SVP t'assurer de spécifier que c'est bilingue. Nous avons la sec. 32.

Merci

Joëlle Landry
992-8474
EMB 4032

From: Grenier, Anne
Sent: 2016-Aug-24 1:03 PM
To: Landry, Joelle <Joelle.Landry@justice.gc.ca>
Subject: estampes

Salut Joelle,

J'ai eu deux estimés, un de Capital Stamp et l'autre de Estampes Juribek (MicroMax +). Juribek est 2$ moins cher. Voir les courriels en attachement. Laisse moi savoir.

Merci,
Anne Grenier
Administrative Assistant / Adjointe administrative
DM Group Business Centre / Groupe du SM, Centre d'affaires
Department of Justice Canada | Ministère de la Justice Canada
284 Wellington Street, EMB-4137B | 284, rue Wellington, ÉCE-4137B
anne.grenier@justice.gc.ca
613 404-5682
Government of Canada / Gouvernement du Canada

Department of Justice Canada | Ministère de la Justice Canada

Initiation and Commitment Expenditure Request
Demande d'initiation et d'engagement de dépense

s.19(1)

FISCAL YEAR / EXERCICE FINANCIER: 2016-2017

☒ ORIGINAL ☐ CLOSE/FERMER ☐ AMEND/MODIFICATION ☐ RE-OPEN/RE-OUVERTURE

1 BRANCH, SECTION / DIRECTION GÉNÉRALE, SECTION: Minsiter's Office

VENDOR NO. / N° DE FOURNISSEUR: 118096

2 Name of Card Holder (if applicable) / Nom du titulaire d'une carte d'acquisition (si applicable): Joëlle Landry

3 ACCOUNTING INFORMATION / INFORMATION COMPTABLE

Original Financial Commitment description - Description d'engagement de fonds originale

Trans. Type / Type de Trans.	GL ACCOUNT / COMPTE GL	COST CENTER / CENTRE DE COÛTS	FUND / FONDS	FUNCTIONAL AREA / DOMAINE FONCTIONNEL	ORDER NO. / N° DE COMMANDE	COMMITMENT AMOUNT / MONTANT D'ENGAGEMENT	TAX AMOUNT / MONTANT DE LA TAXE	TOTAL AMOUNT / MONTANT TOTAL	COMMITMENT NO. / N° D' ENGAGEMENT	LINE NO.	DESCRIPTION (text)
ACP	4511	11020	15	4010		$ 4,000.00	$ 520.00	$ 4,520.00	300258332	01	Supplies 2016-2017
ACP	4511	11020	15	4010		$ 2,000.00	$ 260.00	$ 2,260.00	300258332	02	Paper 2016-2017
ACP	4511	11050	15	4010		$ 2,500.00	$ 325.00	$ 2,825.00	300259171	01	Supplies 2016-2017
								$ 0.00			
								$ 0.00			
								$ 0.00			
Amended Financial Commitment Description - Description de l'Amendement à l'Engagement de Fonds											
								$ 0.00			
								$ 0.00			
								$ 0.00			
								$ 0.00			
								$ 0.00			
								$ 0.00			
								$ 0.00			
								$ 0.00			

5 Prepared by / Preparé par

Name (Print) / Nom (lettre moulée) : Joëlle Landry

Signature :

Date : 2016-05-11

6 Certified pursuant to Section 32(1) of the Financial Administration Act and authorized under the Expenditure Initiation. I authorize the use of the acquisition card for this purchase.

Certified pursuant to Section 32(1) of the Financial Administration Act and authorized under the Expenditure ... acquisition card for this purchase.

Name of manager / Nom du gestionnaire:

Signature :

Date : MAY 16 2016

Department of Justice Canada / Ministère de la Justice Canada

PAYMENT VOUCHER / BORDEREAU DE PAIEMENT

Scanned Documents / Documents numérisés ☐
Final Payment / Paiement Final ☐
Original document kept in legal file / Document original conservé dans le dossier ☐

Region - Région: NCR

Organization - Organisation: DEPUTY MINISTER'S OFFICE

Vendor code - Code fournisseur : 134710

Payee name - Nom du bénéficiaire : ARI Financial Services Inc

Address - Adresse : Sent to Finance 12.09.16
Copy sent to CDU 5220

Processed in IFMS
Doc.# 171600 2218
Date 13.09.16

Date goods received or services rendered - Date de réception des produits ou services:

Date invoice received / Date de réception de la facture: Sept. 9, 2016

CHEQUE STUB INFORMATION - INFORMATION SUR LE TALON DU CHÈQUE

Invoice number Numéro de la facture	Details Détails	Amount Montant
MDZCF1	Deputy Minister's Vehicle - Gasoline and Maintenance	264.32

ACCOUNTING INFORMATION *(FOR ADDITIONAL LINES SEE PAGE 2)* - RENSEIGNEMENTS DE LA COMPTABILITÉ *(POUR DES LIGNES SUPPLÉMENTAIRES - VOIR PAGE 2)*

	GL Account Compte général	Net Amount Montant net	HST/GST TVH/TPS	QST/ TVQ	Cost center Centre de coût	Fund Fonds	Functional Area Domaine Fonctionnel	Order Ordre	Assignment Affectation	Description	Commitment PO Engagement Bon de commande	Line Item L. d'item
1	4503	219.35	25.14	4.21	12000	15	4010			Gasoline	300258239	1
2	4503	6.40	0.83		12000	15	4010			Car Program Fee	300258239	2
3	4620	7.30	0.36	0.73	12000	15	4010			Repair & Maintenance	300258239	3

Sub-Total	$ 233.05	$ 26.33	$ 4.94
Sub-Total Tax Amount		$ 31.27	
TOTAL	$ 264.32		

The following boxes must be check by the verifier - Les cases suivantes doivent être cochée par le vérificateur

☐ Services Rendered/Goods Supplied / Services rendus/marchandises livrées
☐ Contract Terms Met / Rencontre les Termes du contrat
☐ Supporting documentation / Documentation à l'appui

Account Verified - Name / Compte Vérifié - Nom	Signature	Date Y - A / M / D - J

Prepared by - Name / Préparé par - Nom	Date Y - A	M	D - J	G / R :
Sylvie Crispin	2016	09	09	

CERTIFIED PURSUANT TO SECTION 34 OF THE *FINANCIAL ADMINISTRATION ACT* - CERTIFIÉ EN VERTU DE L'ARTICLE 34 DE *LA LOI SUR LES FINANCES PUBLIQUES*

Name - Nom	Signature	Date
Catherine Rudick Chief of Staff - DMO	Catherine [signature]	SEP 12 2016

JUS 396-4 (2014/01)

ORIGINAL 12000

ARI FINANCIAL SERVICES INC.
SERVICES FINANCIERS ARI INC.
1270 CENTRAL PARKWAY WEST
SUITE 600
MISSISSAUGA, ONTARIO L5C4P4
Automotive Resources International
TEL: (905) 803-8000
TOLL FREE / SANS FRAIS (800) 361-5882
FAX / TELECOPIEUR: (905) 803-8644

MISC. INVOICE / FACTURE D'ENTRETIEN

GST REG / TPS NO: #136025582RT
QST REG / TVQ NO: #1015619615

CLIENT CODE / NO DE CLIENT:	4G21-17	INVOICE NO / NO DE FACTURE:	MDZCF1
DUE DATE / DATE D'ECHEANCE:	09/30/16	INVOICE DATE / DATE DE LA FACTURE:	08/26/16

RECEIVED SEP - 9 2016

UNIT / UNITE	ITEM / ARTICLE	DATE	DESCRIPTION	AMOUNT / MONTANT
005 -339226	HST -CANADIAN TAX ACCT/	09/01/2016	JE- 2271171 HST CHG ON MTHLY SVC	.83
005 -339226	TMS&FUEL - SGT ESSENCE SPEC/	09/01/2016	JE- 2271171 MTHLY TMS - SGT CHRG	6.40
	GST= SUB-TOT=	6.40		
	HST= .83			
			SUB-TOTAL	7.23
005 -339226	GASOLINE/ESSENCE TYPE: UNLEAD	07/08/2016	PR: ON VEND: MACEWEN REF#: 180630 CC#: 60800005791	(1) 52.22
005 -339226	HST -CANADIAN TAX ACCT/	07/08/2016	HST- FUEL CC#: 60800005791	6.79
005 -339226	GASOLINE/ESSENCE TYPE: UNLEAD	07/19/2016	PR: ON VEND: MACEWEN REF#: 064157 CC#: 60800005791	(2) 42.28
005 -339226	HST -CANADIAN TAX ACCT/	07/19/2016	HST- FUEL CC#: 60800005791	5.50
005 -339226	GASOLINE/ESSENCE TYPE: UNLEAD	07/22/2016	PR: PQ VEND: SHELL CA REF#: 0372817407 CC#: 60800005791	42.25
005 -339226	MISC SERVICE/SERVICE DIVERS	07/22/2016	PR: PQ VEND: SHELL CA REF#: 0372817407 CC#: 60800005791	(3) 7.30
005 -339226	GST CHARGEBACKS/TPS	07/22/2016	GST- MAINT CC#: 60800005791	.36
005 -339226	GST CHARGEBACKS/TPS	07/22/2016	GST- FUEL CC#: 60800005791	2.11
005 -339226	QST/TAXE QC REMBOURSABLE	07/22/2016	QST- MAINT CC#: 60800005791	.73
005 -339226	QST/TAXE QC REMBOURSABLE	07/22/2016	QST- FUEL CC#: 60800005791	4.21
005 -339226	GASOLINE/ESSENCE TYPE: UNLEAD	07/26/2016	PR: ON VEND: MACEWEN REF#: 070814 CC#: 60800005791	(4) 29.50
005 -339226	HST -CANADIAN TAX ACCT/	07/26/2016	HST- FUEL CC#: 60800005791	3.84
005 -339226	GASOLINE/ESSENCE TYPE: UNLEAD	07/29/2016	PR: ON VEND: MACEWEN REF#: 064437 CC#: 60800005791	53.10
005 -339226	HST -CANADIAN TAX ACCT/	07/29/2016	HST- FUEL CC#: 60800005791	(5) 6.90
	GST= 2.47 SUB-TOT=	226.65		
	HST= 23.03			
QST/TVQ:	TOTAL: 4.94 FUEL/ESSENCE:	4.21	DIESEL: MAINT/ENTRETIEN .73	
			SUB-TOTAL	257.09
	GST= 2.47 SUB-TOT=	233.05		
	HST= 23.86			
QST/TVQ:	TOTAL: 4.94 FUEL/ESSENCE:	4.21	DIESEL: MAINT/ENTRETIEN .73	
	339226 CC # 6080000579176785		VEHICLE TOTAL ******	264.32
	GST= 2.47 SUB-TOT=	233.05		
	HST= 23.86			
QST/TVQ:	TOTAL: 4.94 FUEL/ESSENCE:	4.21	DIESEL: MAINT/ENTRETIEN .73	
			PLEASE PAY THIS TOTAL >	264.32

MAIL TO / POSTER A:
DEPT OF JUSTICE
ATTN: SYLVIE CRISPIN
284 WELLINGTON ST, EMB-4143A
OTTAWA ON K1A 0H8

REMIT TO / REMETTRE A:
ARI FINANCIAL SERVICES T46163
P O BOX 46163
POSTAL STATION A
TORONTO ON M5W4K9

PBN:136025582PG0002

CF02 (07/07)

* DATE REPRESENTS PURCHASE DATE OR DATE PAID BY ARI / DATE REPRÉSENTANT DATE D'ACHAT OU DATE DE PAIEMENT PAR ARI

993 UNKNOWN 9A

O R I G I N A L

ARI
Automotive Resources International

ARI FINANCIAL SERVICES INC.
SERVICES FINANCIERS ARI INC.
1270 CENTRAL PARKWAY WEST
SUITE 600
MISSISSAUGA, ONTARIO L5C4P4

TEL: (905) 803-8000
TOLL FREE / SANS FRAIS (800) 361-5882
FAX / TELECOPIEUR: (905) 803-8644

MISC. INVOICE / FACTURE D'ENTRETIEN

GST REG / TPS NO: #136025582RT
QST REG / TVQ NO: #1015619615

CLIENT CODE / NO DE CLIENT:	4G21-17	INVOICE NO / NO DE FACTURE:	MDZCF1
DUE DATE / DATE D'ECHEANCE:	09/30/16	INVOICE DATE / DATE DE LA FACTURE:	08/26/16

SUMMARY PAGE TOTAL FOR SUB DIVISION 005

TAXES	31.27		
GST CHARGEBACKS/TPS	2.47	HST -CANADIAN TAX ACCT/	23.86
QST-MAINT/ENTRETIEN	4.94		
PROGRAM FEES	6.40		
TMS&FUEL - SGT ESSENCE SPEC/	6.40		
FUEL	219.35		
GASOLINE/ESSENCE	219.35		
REPAIR & MAINTENANCE	7.30		
MISC SERVICE/SERVICE DIVERS	7.30		

SUMMARY TOTAL: 264.32

MAIL TO / POSTER A:
DEPT OF JUSTICE
ATTN: SYLVIE CRISPIN
284 WELLINGTON ST, EMB-4143A
OTTAWA ON K1A 0H8

REMIT TO / REMETTRE A:
ARI FINANCIAL SERVICES T46163
P O BOX 46163
POSTAL STATION A
TORONTO ON M5W4K9

PBN:136025582PG0002

CF02 (07/07)

* DATE REPRESENTS PURCHASE DATE OR DATE PAID BY ARI / DATE REPRÉSENTANT DATE D'ACHAT OU DATE DE PAIEMENT PAR ARI

993 UNKNOWN 9A

s.18(a)

23186 ①

MacEwen Petroleum
4564 Fallowfield Rd
Nepean, ON
K2J4S2

DATE: 2016-07-08 TIME: 18:06
STORE #: 21044 TRANS #: 006620
Paypoint: 01K
hst: 0123456789

FUEL	(L)	($/L)	($)
Pump 3			
Regular	59.662	0.989	59.01

TOTAL $ 59.01

CREDIT CARD $ 59.01

* hst INCLUDED IN FUEL $ 6.79

Purchase
ARI S
INVOICE NO: 004360
TERMID: ZB048KT1
MERCHANT #: 40099445704
APPROVED 180630
REF: 015001001018
ACI/ISO 001/00

X

Plate #

23484 ②

MacEwen Petroleum
4564 Fallowfield Rd
Nepean, ON
K2J4S2

DATE: 2016-07-19 TIME: 06:41
STORE #: 21044 TRANS #: 016220
Paypoint: 01K
hst: 0123456789

FUEL	(L)	($/L)	($)
Pump 3			
Regular	47.350	1.009	47.78

TOTAL $ 47.78

CREDIT CARD $ 47.78

* hst INCLUDED IN FUEL $ 5.49

Purchase
ARI S
INVOICE NO: 000787
TERMID: ZB048KT1
MERCHANT #: 40099445704
APPROVED 064157
REF: 034001001004
ACI/ISO 001/00

X

Plate #

24198 ④

MacEwen Petroleum
4564 Fallowfield Rd
Nepean, ON
K2J4S2

DATE: 2016-07-26 TIME: 07:08
STORE #: 21044 TRANS #: 023428
Paypoint: 01K
hst: 0123456789

FUEL	(L)	($/L)	($)
Pump 3			
Regular	33.470	0.996	33.34

TOTAL $ 33.34

CREDIT CARD $ 33.34

* hst INCLUDED IN FUEL $ 3.84

Purchase
ARI S
INVOICE NO: 005573
TERMID: ZB048KT1
MERCHANT #: 40099445704
APPROVED 070814
REF: 044001001004
ACI/ISO 001/00

X

Plate #

24685 ⑤

MacEwen Petroleum
4564 Fallowfield Rd
Nepean, ON
K2J4S2

DATE: 2016-07-29 TIME: 06:44
STORE #: 21044 TRANS #: 027035
Paypoint: 01K
hst: 0123456789

FUEL	(L)	($/L)	($)
Pump 1			
Regular	60.852	0.986	60.00

TOTAL $ 60.00

CREDIT CARD $ 60.00

* hst INCLUDED IN FUEL $ 6.90

Purchase
ARI S
INVOICE NO: 007881
TERMID: ZB048KT1
MERCHANT #: 40099445704
APPROVED 064437
REF: 049001001009
ACI/ISO 001/00

X

Plate #

23938 (3)

SHELL

** **

135 MONTCALM
GATINEAU, QC
J8X 2M1 TEL: 819-776-5700

Taxe	Description	Qté	Montant
FP	Bronze N°6		
	58.025 L @ 0,939$/ L		54,49$
FP	LAV EXPRESS AVEC ESS	1	7,99$

Total partiel	62,48$
Montant TPS Taxable	7,99$
TPS Taxe	0,40$
Montant TVP Taxable	7,99$
TVP Taxe	0,80$
Total	**63,68$**
ARI CANADA:	63,68$
Monnaie	0,00$

00 APPROUVÉE - MERCI 001

ARI CANADA

TERMINAL N° 89037281

ACHAT S

FACT N° 0372817407

COMPT KIL N° 22222

X________________________ 926825

Le Titulaire versera ce montant à l'émetteur conformément au contrat adhérent

IMPORTANT

conserver cette copie pour vos dossiers

CARBURANT INCLUS TPS	2,37$
CARBURANT INCLUS TVP	4,73$

TPS - Carburant - N° 825827686 RT0001
TVP - Carburant - N° 4018058125 TQ0001
TPS - March - QC N° 140717059RT001
TVP - March - QC* N° 1017917931TQ0002

Code lavage

MERCI

Questions? 1-800-661-1600

Poste	Tran	Magasin	Opér	2016/07/22
1	915435C03728		CAI	11:10:16

Expense Report Statement

Expense Report Name: CJC Winnipeg Sept 21-23 2016-1

Traveller Name:	*WILLIAM PENTNEY*
TIN:	*W447676*
Prepared By:	*WILLIAM PENTNEY*
Policy Module:	*M3D - Domestic - Overnight Stay*
Trip Purpose:	*Core Mandate - Meetings*
Other Trip Purpose:	
Travel Request Name:	*CJC Winnipeg Sept 21-23 2016*
Travel Start Date:	*21/09/2016*
Travel End Date:	*23/09/2016*
ER Approval Status:	*Approval Required*
Primary Location:	*Winnipeg*
Secondary Location:	
Online TAN:	*ANB807303*
Fiscal Year:	*2016-2017*
Travel Outside Default Division:	*N*
Vendor Code:	*27327957*
Event:	
Comments:	

Expense Report Summary

Expense Summary

Total allocated expenses :	**1,491.88**
(Minus) Total non-reimbursable expenses :	922.34
Total reimbursable expenses :	**569.54**
Total due traveller :	**569.54**

Non-Reimbursable Expenses

Expense Type	Date	Foreign Amount	Tax Amount	Amount

Expense Type	Date		Foreign Amount	Tax Amount	Amount
5) Commercial Air Air Can 0142167328671 Air Canada	13/09/2016	1505 - 12000 - 0130 - 4010 - 15 - - 3003 -			888.72 888.72
8) Misc transportation charges Hrg Anb807303 5.01	15/09/2016	1505 - 12000 - 0130 - 4010 - 15 - - 3003 -			33.62 33.62
				Total non-reimbursable expenses (CAD)	922.34

Reimbursable Expenses

Expense Type	Date		Foreign Amount	Tax Amount	Amount
11) Taxi	21/09/2016	1505 - 12000 - 0130 - 4010 - 15 - - 3003 - 8500 - 0130 - 0000 - 10006 - 82 - - -		CA*G ... 0.85	21.15 22.00
11) Taxi	23/09/2016	1505 - 12000 - 0130 - 4010 - 15 - - 3003 - 8500 - 0130 - 0000 - 10006 - 82 - - -		CA*G ... 0.92	23.08 24.00
16) Commercial Accommodation Other	23/09/2016	1505 - 12000 - 0130 - 4010 - 15 - - 3003 - 8500 - 0130 - 0000 - 10006 - 82 - - -		CA*G ... 14.46	361.58 376.04
Fort Garry Hotel had a cheaper room rate per night than the hotel of the meeting venue					
2) Allowance: Meals, Incidentals & Private Accommodation	23/09/2016	1505 - 12000 - 0130 - 4010 - 15 - - 3003 - 8500 - 0130 - 0000 - 10006 - 82 - - -		CA#G ... 4.55	91.05 95.60
	23/09/2016	1505 - 12000 - 0130 - 4010 - 15 - - 3003 - 8500 - 0130 - 0000 - 10006 - 82 - - -		CA#G ... 2.47	49.43 51.90
				Total reimbursable expenses (CAD)	569.54

Tax Coding Summary

GST	Total Amount
8500 - 0130 - 0000 - 10006 - 82 - - -	23.25

Financial Coding Summary

Financial Coding	Total Excl. Tax	Total Incl. Tax
1505 - 12000 - 0130 - 4010 - 15 - - 3003 -	1,468.63	1,491.88

Approval History

Date And Time	Approver	Approval Status	Comment

Signatures

I certify that the amounts included in this Expense Report were incurred on authorized government business.travel.

Traveller Name *WILLIAM PENTNEY*

Submit Date *18/10/2016*

Signature

Recommender Name *JUDY DEAVY*

Recommended Date ____________________

Signature

Certified pursuant to section 34 of the Financial Administration Act.

Approver Name *Johanne Bernard*

Approval Date ____________________

Signature

Processor Name ____________________

Processed Date ____________________

Signature

s.19(1)

STS✦SVP
Shared Travel Services | Services de voyage partagés

HRG

E-Ticket Itinerary Receipt and Invoice

14 September 2016

THANK YOU FOR BOOKING WITH THE HOGG ROBINSON GROUP (HRG) GOVERNMENT OF CANADA TRAVEL SERVICES. THIS DOCUMENTATION CONFIRMS YOUR TRAVEL ARRANGEMENTS.

THE INFORMATION CONTAINED IN THIS DOCUMENT IS PROVIDED BY HRG NORTH AMERICA VIA TRAVELPORT AND OTHER THIRD-PARTY VENDORS. AS SUCH, SOME CONTENT IS AVAILABLE IN ENGLISH ONLY.

PLEASE REVIEW TO ENSURE THAT ALL INFORMATION IS CORRECT.

TRAVELLERS ARE RESPONSIBLE FOR VERIFYING THEIR TRAVEL DOCUMENTS UPON RECEIPT.

ACCEPTANCE OF YOUR ITINERARY CONSTITUTES AGREEMENT WITH ITS CONTENTS.

ANY DISCREPANCY MUST BE REPORTED TO HRG NORTH AMERICA PRIOR TO 8PM EST THE SAME BUSINESS DAY.

HRG WILL NOT INCREASE THE PRICE AFTER TICKET ISSUANCE.

Itinerary details

Trip locator:	KR9JH0
Traveller:	Mr WILLIAM FRED PENTNEY

Account references

Traveller Category :	Public Servants
Travel Directive Module :	M3D - Domestic - Overnight stay
THCEE Trip Category :	Core Mandate
Trip Purpose :	Core Mandate - Meetings
TAN :	ANB807303
Fiscal Year :	2016-2017
Rationale for not using virtual presence :	Personal attendance required

Itinerary summary

Traffic	Date	From-to/location	Supplier	Times	Class/room	Status
✈	21 Sep 2016	YOW - YWG	AC8527	16:55-18:37	Economy	Booked
✈	23 Sep 2016	YWG - YOW	AC8524	11:20-14:41	Economy	Booked

Frequent flyer cards:

Air Canada
Operated By: Air Canada Express - Jazz
Flight # AC8527

Status: Booked

Departing:	Ottawa Intl Airport, Ottawa, Canada (YOW)
Date/time:	21 September 2016, 16:55
Arriving:	Winnipeg Intl Airport, Winnipeg, Canada (YWG)
Date/time:	21 September 2016, 18:37
Duration:	2h42m
Aircraft:	CANADAIR CRJ SERIES 705 Narrowbody Jet
Cabin class:	Economy (W)

Add to calendar

Air Canada Operated By: Air Canada Express - Jazz Flight # AC8524	Status: Booked
Departing:	Winnipeg Intl Airport, Winnipeg, Canada (YWG)
Date/time:	23 September 2016, 11:20
Arriving:	Ottawa Intl Airport, Ottawa, Canada (YOW)
Date/time:	23 September 2016, 14:41
Duration:	2h21m
Aircraft:	CANADAIR CRJ SERIES 705 Narrowbody Jet
Cabin class:	Economy (U) — Add to calendar

Fare details

Fare accepted:	680.00 CAD
Taxes and fees:	1.25 XG / 99.22 RC / 0.00 XQ / 108.25 XT
Total amount:	888.72 CAD
Fare routing:	YWG - YOW

Service Fees

Fee 1 Base:	29.75 CAD
Fee 1 Taxes:	3.87 CAD HST
Fee 1 Total:	33.62 CAD

GENERAL INFORMATION
****
VENDOR TICKET NUMBER-2167328671
****
VENDOR NAME-AIR CANADA
VENDOR LOCATOR-MF6ANA
****

GST REGISTRATION NO. R136445095 QST REGISTRATION NO. TVQ M1015857826

GST is represented by tax code XG; HST is represented by tax code RC; QST is represented by tax code XQ.

FOR ASSISTANCE OR IN TRANSIT EMERGENCY SERVICE PLEASE CONTACT HRG ANYTIME AT 1-866-857-3578 WITHIN NORTH AMERICA OR FROM OUTSIDE CANADA / USA; CALL COLLECT AT 1-613-822-3873.

FOR CREDIT CARD SUPPORT DUE TO LOST OR STOLEN CARDS PLEASE USE PHONE NUMBER ABOVE; SELECT OPTION 4 IMPORTANT; THE NAME ON THE IDENTIFICATION MUST MATCH THE NAME ON THE RESERVATION; BOARDING PASS.

FOR FLIGHTS WITHIN CANADA ALL PASSENGERS MUST PRESENT ONE PIECE OF VALID GOVERNMENT ISSUED PHOTO IDENTIFICATION THAT INCLUDES NAME / DATE OF BIRTH AND GENDER.

FOR FLIGHTS TO/FROM THE UNITED STATES ALL PASSENGERS ARE REQUIRED TO PRESENT A VALID PASSPORT.

CITIZENS OF COUNTRIES OTHER THAN CANADA AND THE UNITED STATES SHOULD CONTACT THEIR CONSULATE OR EMBASSY FOR BOARDING REQUIREMENTS OR CONSULT HRG GOVERNMENT TRAVEL SERVICE.

PROOF OF ONWARD OR RETURN TRAVEL MAY BE REQUIRED AT CHECK-IN.

PASSPORT AND VISA REQUIREMENTS:

PLEASE ENSURE PASSPORT IS VALID FOR 6 MONTHS BEYOND EXPECTED RETURN DATE.

ALL CHILDREN REGARDLESS OF AGE MUST HAVE THEIR OWN PASSPORT

CITIZENS OF COUNTRIES OTHER THAN CANADA AND THE UNITED STATES SHOULD CONTACT THE CONSULATE OR EMBASSY FOR PASSPORT AND VISA REQUIREMENTS OR CONSULT HRG GOVERNMENT TRAVEL SERVICE.

CHECK-IN:

* PLEASE ALLOW 2HRS FOR DOMESTIC (CANADA); TRANSBORDER (USA) CHECK-IN

* ALLOW 3HRS FOR ALL INTERNATIONAL CHECK-IN

THE AIRLINES RESERVE THE RIGHT TO DENY BOARDING IF MINIMUM CHECK-IN TIMES ARE NOT MET

FLIGHT TIMES ARE SUBJECT TO CHANGE; PLEASE RE-CONFIRM FLIGHT TIMES PRIOR TO DEPARTURE.

IF YOU ARE TRAVELLING TO AN INTERNATIONAL DESTINATION, PLEASE RECONFIRM YOUR RESERVATIONS 72 HOURS PRIOR TO DEPARTURE DIRECTLY WITH THE AIR CARRIER.

FOR FREE BAGGAGE ALLOWANCE AND/OR APPLICABLE FEES FOR CARRY-ON//CHECKED BAGGAGE RELATED TO YOUR FLIGHT - PLEASE VERIFY THE CARRIERS WEBSITE.

ACCOMMODATIONS:

PLEASE VERIFY THE RATE AT CHECK-IN AS LOCAL MARKET CONDITIONS MAY DICTATE A LOWER RATE.

THE SUPPLIERS PROVIDING SERVICES FOR YOUR RESERVATION MAY HAVE IMPOSED RESTRICTIONS CONCERNING THE ABILITY TO CHANGE OR MODIFY YOUR RESERVATION. THE DETAILS OF THESE RESTRICTIONS WERE PROVIDED EITHER TO YOU OR TO THE PERSON MAKING THE RESERVATION ON YOUR BEHALF. DURING THE ONLINE RESERVATION PROCESS THESE RESTRICTIONS WERE ACCEPTED PRIOR TO SUBMITTING YOUR RESERVATION FOR PURCHASE. SHOULD YOU HAVE ANY QUESTIONS OR CONCERNS, PLEASE CONTACT AN HRG NORTH AMERICA TRAVEL COUNSELLOR.

NO-SHOWS:

NO-SHOWS ARE NOT PERMITTED AND RESULT IN THE FORFEIT OF THE FULL AMOUNT OF THE FARE AT DEPARTURE TIME; PLEASE NOTE THAT NO-SHOWS AT ORIGINAL POINT OF DEPARTURE WILL ALSO RESULT IN CANCELLATION OF THE REMAINDER OF THE FLIGHTS.

CHANGES OR CANCELLATIONS MUST BE MADE PRIOR TO SCHEDULED TRAVEL DATE AND; FLIGHT TIME TO PREVENT NO SHOWS AND AVOID FORFEIT OF VALUE OF TICKET.

PLEASE NOTE THAT FARES MAY BE SUBJECT TO CHANGE AND ARE GUARANTED ONLY ONCE TICKETED.

Travel Industry regulations require the travel agency to advise the customer about the availability of optional trip cancellation insurance and optional out of province health insurance. Individuals may contact the travel insurance provider of their choice to obtain a personal quote. TICO NO. 1355825

HRG North America, 370 King St. W., Suite 700, Toronto ON M5V 1J9, 1-866-857-3578

s.19(1)

THE FORT GARRY

HOTEL, SPA AND CONFERENCE CENTRE

10W78U
813 NL
21/09/16
23/09/16
159.00
GOV
1
485.09

Pentney, Mr William
Dept of Justice
284 Wellington St.
Ottawa, ON K1A 0H8

21/09/16					— Food
21/09/16	ROOM	1 Room Revenue	--	159.00	Room charges
21/09/16	TXPST	1 Prov. Sales Tax	--	12.72	
21/09/16	TXGST	1 Fed.Sales Tax	--	8.35	
21/09/16	TXACC	1 Accommodation Tax	--	7.95	
22/09/16					— Food.
22/09/16					— Food
22/09/16	ROOM	1 Room Revenue	--	159.00	Room charges
22/09/16	TXPST	1 Prov. Sales Tax	--	12.72	
22/09/16	TXGST	1 Fed.Sales Tax	--	8.35	
22/09/16	TXACC	1 Accommodation Tax	--	7.95	
23/09/16					— Food.
23/09/16	PMVISA	1	NL		485.09

Subtotals	$	485.09	485.09

GST # 135804367 PAID IN FULL --- THANK YOU!

Total Room charges: 376.04

*Food not included in room charges.

222 Broadway, Winnipeg, Manitoba R3C 0R3 Tel (204) 942-8251 Fax (204) 956-2351
email: ftgarry@fortgarryhotel.com ~ www.fortgarryhotel.com

s.19(1)

Thanks again!
Download our app onto your smartphone!
UNICITY TAXI LTD
(204) 925-3131

DATE Sept 21, 2016
TRIP FROM Airport
TO Fort Garry Hotel
CAR
AMOUNT $24.00
DRIVER

s.19(1)

Duffy's Taxi (1996) Ltd.

1100 Notre Dame Avenue PHONE: 204-925-0101

RIDER NAME: $ 22.05

From HQ - FB

To A/P

DATE 23/08/16 CAB#

DRIVER #

Please call again! or Book Online at www.duffystaxi.com

Download FREE Mobile App from Apple App Store or Google Play

Doc # 1719009988

3

s.19(1)

Government of Canada / Gouvernement du Canada

Travel Expense Report / Note de Frais de Voyages

Travel No. - N° du voyage: JWR Sept 26 2016 Victoria

Type: 2

Name of Claimant - Nom du demandeur: Jody Wilson-Raybould

Department - Ministère: Justice

Branch - Direction: Minister's Office

Send Cheque to - Envoyer le chèque à l'adresse suivante: 4th floor

Address - Adresse: 284 Wellington

Telephone - Téléphone:

Purpose of Travel - But du voyage: First Nation Welcome and Cultural Sharing Ceremony with the Royals / Victoria

EXPENSES PREPAID BY DEPARTMENT - DÉPENSES PAYÉES À L'AVANCE PAR LE MINISTÈRE

1 TRANSPORTATION / TRANSPORT	Date / Time of Departure - Heure du départ: Sept 26 08:20	Arrival - Arrivé: Sept 26 18:55	$ 469.62
2 OTHER EXPENSES / AUTRES DÉPENSES			

AUTHORIZED ALLOWANCES - INDEMNITÉS AUTORISÉES

PRIVATE VEHICLE ALLOWANCE / INDEMNITÉ-VÉHICULE PARTICULIER				
PREVIOUSLY CLAIMED THIS FISCAL YEAR / DÉJÀ RÉCLAMÉ PRÉSENT EXERCICE				
THIS CLAIM / INDEMNITÉ DEMANDÉE				

OR-OU		COMPREHENSIVE ALLOWANCE (Accommodation, meals and incidential expenses) / INDEMNITÉ GLOBALE (Logement, Repas et frais divers)	COMPOSITE ALLOWANCE (Meals and incidental expenses for full calendar days only)	INDEMNITÉ DÉTAILLÉE (Repas et frais divers pour les jours de calendrier complets seulement)	
	RATE / TAUX	days @ / jours	days @ / jours	days @ / jours	$ 0.00
PARTIAL COMPOSITE ALLOWANCES / INDEMNITÉ DÉTAILLÉE PARTIELLE	MEALS / REPAS	Breakfasts / Petits déjeuners @	Lunches / Déjeuners @	1 Dinners / Dîners @ $ 45.00	$ 45.00
	INCIDENTAL EXPENSES / FRAIS DIVERS	days @ / jours	days @ / jours	days @ / jours	$ 0.00
OTHER ALLOWANCES (Specify) / AUTRES INDEMNITÉS (Précisez lesquelles)					

EXPENSES NOT INCLUDED ABOVE - DÉPENSES AUTRES QUE CI-DESSUS

		Vr. No. - P. N°	
3 Vehicle Rental / Location de véhicule			
4 Public Transportation / Transport en commun			
5 Accommodation / Logement			
6 Meals / Repas			
7 All Other Expenses (Specify) / Autres (précisez)			

I certify that the amounts included in this claim were incurred on authorized government business travel.

Je certifie que les montants faisant l'objet de la présente réclamation constituent des dépenses entraînées par des voyages pour affaires officielles.

Signature (Claimant - Demandeur) — Date Y-A M D-J

Certified pursuant to section 34 ... / Certifié en vertu de l'article 34 ... sur la gestion des ... publiques

Signature — Date: 26 OCT. 2016

Total Expenses	Total des dépenses	$ 514.62
Less Total 1 and 2 Above	Moins le total des paragraphes 1 et 2	$ 469.62
Total Claimed	Total Demandé	$ 45.00
Less Advance	Moins L'avance	
Amount due Reciever General of Canada	Total dû au Receveur général du Canada	
AMOUNT DUE CLAIMANT	TOTAL DÛ AU REQUÉRANT	$ 45.00

Type Particulars - Details: 3

PAYMENT RECORD - ENREGISTREMENT DU PAIEMENT

Type 7	2 Sub Type	5 P.R.I. CIDP	8 Amount - Montant	14 Requisition No. / N° de la demande	15 Supplier Indicator / Indicateur du fournisseur	17 Due Date / Date d'échéance Y-A M D-J
	80		45.00		0	

Type 4 — ACCOUNTING INFORMATION - RENSEIGNEMENTS DE LA COMPTABILITÉ

2 Sub Type	3 Dept. Ref. No. / N° de réf. min.	5 Coding - Codage	6 Amount - Montant	CR-CT
	300262593	1524 - 11050 - 15 - 4010	45.00	
	7 Description		8 Fin. Encumbrance No. / N° de la charge financière	
2	3	5	6	
	7		8	
2	3	5	6	
	7		8	

Dept. Pre-Audit and Account Verification. / Vérification de la comptabilité au niveau du ministère — Signature

Verified correct - Vérifié conforme — Signature

TOTAL ▶

Requisitioned for payment pursuant to section 33 of the Financial Administration Act and Certified in accordance with section 7 of the Payment Requisitioning Regulations / Demandé pour paiement conformément à l'article 33 de la Loi sur la gestion des finances publiques, et certifié aux termes de l'article 7 du Règlement sur les réquisitions de paiements. — Signature

Services Officer - Agent des services — Signature

20 Cheque No. - N° de chèque — 21 Date Y-A M D-J

GC 73 (2014/03) 7540-21-910-7366

Record of Travel Expenses

s.19(1)

Personal Record Identifier	Travel Number
	JWR Sept 26 2016 Victoria
Name	**Fund Commitment**
Jody Wilson-Raybould	300262593

DATE	ARRIVAL TIME-DEPARTURE	DETAILS	DISTANCE Miles/KM	PREPAID Transportation	PREPAID Other	OUT OF POCKET Transportation	OUT OF POCKET Accommodation	OUT OF POCKET Meals	OUT OF POCKET Other
26/09/2016	8:20-18:2	Flight Vanc - Victoria - Vanc		469.62					
26/09/2016		Dinner						45.00	
			TOTAL	469.62	0.00	0.00	0.00	45.00	0.00
			Grd Total	514.62		45.00			

		Exchange Rate	
Breakfast	16.80		#VALUE!
Lunch	17.00		#VALUE!
Dinner	45.00		#VALUE!
	78.80		**#VALUE!**
Inc.	17.30		#VALUE!

Administrative Verifications	
Meals on Hotel	
Other exp. on Hotel	
Sec. 32 > Sec.34	

s.19(1)

Travel Expenses

Traveler's Name Minister Wilson-Raybould
Trip Purpose First Nation Welcome and Cultural Sharing Ceremony with the Royals
Destination Vancouver to Victoria
Departure date 26-Sep-16
Return date 26-Sep-16

Trip leg		Are meals provided on flight/train Y/N
Departure time (from home/work)	8:20am	N
Multiple destination details		
Multiple destination details		
Arrival time (end of travel status)	6:55pm in Vancouver	N

Allocation - Claimed Meals & Incidental

DATE	BREAKFAST	LUNCH	DINNER	INCIDENTALS
26-Sep-16	—	✗	✓	✓ No

No overnight

Additional comments

PLEASE ATTACH RECEIPTS	Provided	Prepaid Expenses	Paid by employee
Flight/Train			
Accommodation			
Taxis			
Other			
Other			

Completed by: [redacted]
Date: Oct. 6, 2016

s.19(1)

Department of Justice Canada / Ministère de la Justice Canada

TRAVEL AUTHORITY AND ADVANCE
AUTORISATION DE VOYAGER ET AVANCE

Name - Nom	Tel. No. - Nº de tél.	Section
Minister Wilson-Raybould	(613) 992-4621	MO

NON PUBLIC SERVANT (IF APPLICABLE) / NON FONCTIONNAIRE (S'IL Y A LIEU) ☐

Building - Édifice: EMB
Room No. - Nº de pièce: 4th Floor

TRAVEL INFORMATION - INFORMATION SUR LE VOYAGE

Purpose of Travel - Motif du voyage:
First Nation Welcome and Cultural Sharing Ceremony with Royals (on behalf of the PM)

Destination(s) - Destination(s):
Vancouver to Victoria

Date(s) in Travel Status - Date(s) de voyage:
September 26, 2016

MODE OF TRANSPORTATION - MODE DE TRANSPORT

☒ Air / Avion ☐ Rail / Train ☐ Bus / Autobus ☐ Car Rental / Voiture louée ☐ Private Vehicle / Véhicule particulier ☐ Employer Rate / Taux employeur ☐ Employee Rate / Taux employé

☐ Other / Divers Specify: / Préciser: ☐ Business Class / Classe d'affaires

ESTIMATED TRANSPORTATION COST / COÛT ESTIMÉ DU TRANSPORT: $450.00

ESTIMATED TRAVEL COST - COÛT APPROXMATIF DU VOYAGE

Cash Expense - Débours

ACCOMMODATION / HÉBERGEMENT ▶ ____ NIGHTS/NOMBRE DE NUITS X ____ COST PER NIGHT/COÛT PAR NUIT = $0.00

MEALS AND INCIDENTALS / REPAS ET DÉPENSES IMPRÉVUES ▶ ____ DAYS/NOMBRE DE JOURS X ____ ALLOWANCE PER DAY / MONTANT QUOTIDIEN ALLOUÉ = $0.00

Management Category / Catégorie de gestion ☐

OTHER (SPECIFY) ▶ ____ = $100.00

ESTIMATED TRAVEL COST / COÛT APPROXIMATIF DU VOYAGE $100.00 ▶ $100.00

ADVANCED REQUIRED / AVANCE REQUISE ____

TOTAL COMMITMENT / ENGAGEMENT TOTAL $550.00

CHARGE TO - IMPUTER À

☐ Own Section / Propre section ☐ Other Section / Autre section ▶ ____ Specify - Préciser

☐ Projec / Projet ▶ ____ Specify - Préciser

☐ Training and Development / Formation et perfectionnement ▶ ____ Specify - Préciser

☐ Recruiting / Recrutement ☐ Conferences / Colloques ▶ ____ Specify - Préciser

☐ Relocation / Réinstallation ☐ Client Department Travel Budget / Budget de voyage pour ministère client ▶ ____ Specify - Préciser

TRAVEL ADVANCE AUTHORITY - AUTORISATION DE L'AVANCE DE VOYAGE

Date travel Advance Required / Avance de voyage requise pour le Y-A M D-J

Travel Number - Numéro de voyage

Requested by - Demandé par

Signature ____ Date Y-A M D-J

Y-A M D-J: 23 SEP. 2016 Date

A TRAVEL ADVANCE SHALL BE ACCOUNTED FOR WITHIN 15 DAYS OF THE COMPLETION OF THE TRAVEL FOR WHICH THE ADVANCE WAS AUTHORIZED

IL FAUT RENDRE COMPTE D'UNE AVANCE DE VOYAGE DANS LES 15 JOURS QUI SUIVENT LA FIN DU VOYAGE POUR LEQUEL ELLE A ÉTÉ AUTORISÉE

ACCOUNTING INFORMATION - RENSEIGNEMENTS DE LA COMPTABILITÉ

Doc. No. - Nº du doc. | IPU Type - Type UEP | Source | ☐ Urgent Requisition / Demande urgente

☐ Return cheque to Justice / Retournez le chèque à Justice | Vender Code - Code fournisseur | Accountable date / Date du compte rendu requis le ▶ Y-A M D-J

Enter "C" to close or "R" to reopen / Inscrivez "C" pour fermer ou "R" pour ouvrir

Commitment number / Nº d'engagement	↓	Cost Centre / Centre de coût	Order No. / No. d'ordre	Customer No. / No. de client	G/L Account / Compte général	Amount / Montant	cr / ct	Sub Type / Sous type
30262593		11050			1524			

JUS 106 (1998/04)

1 AND/ET 2 - ACCOUNTING OFFICE / BUREAU DE LA COMPTABILITÉ 3-TRAVELER / VOYAGEUR

McCORD TRAVEL MANAGEMENT

s.18(a)
s.19(1)

Invoice

HON. JODY WILSON-RAYBOULD
MINISTER OF JUSTICE
284 WELLINGTON ST.
EMB 4TH FLOOR
OTTAWA, ON K1A 0H8
CANADA

Invoice No: 477560
Invoice Date: 23 Sep 2016
Client No: 713
Agent:
PNR: P66ZQ0

Passenger(s) WILSONRAYBOULD/JODY MS

FLIGHT INFORMATION

A/L	FLIGHT	DEPART DATE/TIME	ARRIVAL DATE/TIME	ITINERARY
AC	08057	26Sep16 08:20 am	26Sep16 08:49 am	VANCOUVER INTL - VICTORIA

REFERENCE / SALE DESCRIPTION	BASE FARE	GST/ HST	OTHER TAXES	TOTAL
Ticket # 9565929875 for WILSONRAYBOULD/JODY MS	164.00	8.81	12.12	184.93
BSP CANADA, IATA 0065726634	39.50	5.13	0.00	44.63

	Total Fares:	203.50
	Total Taxes:	12.12
	Total GST/HST:	13.94
	Invoice Total:	**229.56**
	Payment(s):	
23 Sep 16	Credit Card	184.93
23 Sep 16	Credit Card	44.63
	Total Payments:	229.56
	Balance Due (CAD):	**0.00**

+++ AIR TICKET PLUS SERVICE FEE (FLEX ECONOMY CLASS FARE) +++

```
TKT: 014 9565 929875    NAME: WILSONRAYBOULD/JODYMS
 CC:                    FF:
ISSUED: 23SEP16         FOP:
PSEUDO: 2GU4  PLATING CARRIER: AC  ISO: CA  IATA: 67502982
  USE  CR FLT  CLS  DATE BRDOFF TIME  ST F/B      FARE  CPN
  USED AC 8057  V  26SEP YVRYYJ 0820A OK V0ZLTPA        1
                   NVB26SEP NVA26SEP

FARE: CAD  164.00 TAX:    7.12 CA TAX:    8.81 XG
TAX:    5.00 SQ TOTAL: CAD  184.93
  AC ONLY-NON-REF-CHGE FEE

26SEP YVR AC YYJ Q9.00Q3.00 152.00CAD164.00END
)> TOUR CODE: THANKU5
RLOC 1V P66ZQ0

>
```

McCORD TRAVEL MANAGEMENT

s.18(a)
s.19(1)

Invoice

HON. JODY WILSON-RAYBOULD
MINISTER OF JUSTICE
284 WELLINGTON ST
EMB 4TH FLOOR
OTTAWA, ON K1A 0H8
CANADA

Invoice No: 477561
Invoice Date: 23 Sep 2016
Client No: 713
Agent:
PNR: P7M8LC

Passenger(s) WILSONRAYBOULD/JODY MS

FLIGHT INFORMATION

A/L	FLIGHT	DEPART DATE/TIME	ARRIVAL DATE/TIME	ITINERARY
AC	08076	26Sep16 06:00 pm	26Sep16 06:25 pm	VICTORIA - VANCOUVER INTL

REFERENCE / SALE DESCRIPTION	BASE FARE	GST/ HST	OTHER TAXES	TOTAL
Ticket # 9565929876 for WILSONRAYBOULD/JODY MS	164.00	9.31	22.12	195.43
BSP CANADA, IATA 0065726635	39.50	5.13	0.00	44.63
Total Fares:				203.50
Total Taxes:				22.12
Total GST/HST:				14.44
Invoice Total:				**240.06**
Payment(s):				
23 Sep 16 Credit Card				195.43
23 Sep 16 Credit Card				44.63
Total Payments:				240.06
Balance Due (CAD):				0.00

+++ AIR TICKET PLUS SERVICE FEE (FLEX ECONOMY CLASS FARE) +++

```
TKT: 014 9565 929876    NAME: WILSONRAYBOULD/JODYMS
 CC:                      FF:
ISSUED: 23SEP16        FOP:
PSEUDO: 2GU4  PLATING CARRIER: AC  ISO: CA  IATA: 67502982
  USE  CR FLT  CLS  DATE BRDOFF TIME  ST F/B       FARE  CPN
  USED AC 8076  V  26SEP YYJYVR 0600P OK V0ZLTPA          1
                         NVB26SEP NVA26SEP

FARE: CAD  164.00 TAX:    7.12 CA TAX:    9.31 XG
TAX:   15.00 SQ TOTAL: CAD  195.43
  AC ONLY-NON-REF-CHGE FEE

26SEP YYJ AC YVR Q9.00Q3.00 152.00CAD164.00END
)>  TOUR CODE: THANKU5
RLOC 1V P7M8LC

>
```

s.19(1)

Grenier, Anne

From: Landry, Joelle
Sent: September 23, 2016 4:37 PM
To: Grenier, Anne
Subject: FW: 26SEP J WilsonRaybound Vancouver to Victoria

Joëlle Landry
992-8474
EMB 4032

-----Original Message-----
From: McCord Travel Management [mailto: @mccordtravel.ca]
Sent: 2016-Sep-23 4:31 PM
To: @justice.gc.ca>; Landry, Joelle <Joelle.Landry@justice.gc.ca>
Subject: 26SEP J WilsonRaybound Vancouver to Victoria

MCCORD TRAVEL MANAGEMENT DATE : 23 SEP 2016
130 ALBERT ST. SUITE 2000 AGENT :
OTTAWA ON K1P 5G4 FILE : P66ZQ0
TEL 613-755-6000 CLIENT : 0713
FAX 613-755-6006 INVOICE: ITIN

DNM*ACCOUNTS RECEIVABLE WILSONRAYBOULD/JODY MS
HON JODY WILSON RAYBOULD
MINISTER OF JUSTICE
284 WELLINGTON ST- EMB 4TH FLR
OTTAWA ON K1A 0H8

--ITINERARY--

FROM	TO	CARRIER	FLT/CL	DATE	DEP	ARR	ST
VANCOUVER	VICTORIA BC	AIR CANADA	8057 V	26 SEP 16	0820	0849	OK

DEPARTS TERMINAL -MAIN/CENTRAL
NONSTOP FLYING TIME- :29
EQUIPMENT-DH4 OPERATED BY-AIR CANADA EXPRESS
FREQUENT FLYER SEAT- 3C
AISLE SEAT
FLEX FARE
CHECK IN CUT OFF 45MINUTES PRIOR

** AIR CANADA FILE LOCATOR QMQ7U5
**** FLEX FARE RULES ****
******* NON REFUNDABLE *******
NON REFUNDABLE/CHANGES SUBJECT TO $75.00 PENALTY PLUS

ANY APPLICABLE DIFFERENCE IN FARE
*TKT MUST BE CANCELLED 45 MIN PRIOR TO TICKETED FLT
OR TICKET WILL BE FORFEITED**
**TICKET VALID FOR 1 YEAR FROM DATE OF PURCHASE
1 PIECE OF COMPLIMENTARY CHECKED LUGGAGE
CARRY ON LUGGAGE MUST NOT EXCEED 21.1X9X15.5 INCHES
VALID GOVERNMENT PHOTO ID REQUIRED FOR TRAVEL

* DUPLICATE *

THIS ETKT ITINERARY/RECEIPT MAY BE REQUIRED AT CHECK-IN AND MUST BE

PRESENTED TO CUSTOMS AND IMMIGRATION IF REQUESTED

NAME: WILSONRAYBOULD/JODYMS

MC CORD TRAVEL MANAGEMENT 23SEP16 IATA: 67502982 1V-P66ZQ0

TICKET NO. 014 9565929875 PLACE OF ISSUE: OTTAWA ON/CA FCI0

ISSUED BY: AIR CANADA TCTHANKU5 AGENT 2GU4JH

FARE TAXES AND CARRIER IMPOSED FEES TOTAL

CAD 164.00 7.12CA 8.81XG 5.00SQ CAD 184.93

YQ/YR - CARRIER IMPOSED FEES/CHARGES/SURCHARGES LEVIED BY AIRLINES

FORM OF PAYMENT: CC

AC ONLY-NON-REF-CHGE FEE

26SEP YVR AC YYJ Q9.00Q3.00 152.00CAD164.00END

CARRIAGE AND OTHER SERVICES PROVIDED BY THE CARRIER ARE SUBJECT TO

CONDITIONS OF CARRIAGE- WHICH ARE HEREBY INCORPORATED BY REFERENCE.

THESE CONDITIONS MAY BE OBTAINED FROM THE ISSUING CARRIER.

PASSENGERS ON A JOURNEY INVOLVING AN ULTIMATE DESTINATION OR A STOP IN A COUNTRY OTHER THAN THE COUNTRY OF DEPARTURE ARE ADVISED THAT INTERNATIONAL TREATIES KNOWN AS THE MONTREAL CONVENTION- OR ITS PREDECESSOR- THE WARSAW CONVENTION- INCLUDING ITS AMENDMENTS (THE WARSAW CONVENTION SYSTEM)- MAY APPLY TO THE ENTIRE JOURNEY- INCLUDING ANY PORTION THEREOF WITHIN A COUNTRY. FOR SUCH PASSENGERS- THE APPLICABLE TREATY- INCLUDING SPECIAL CONTRACTS OF CARRIAGE EMBODIED IN ANY APPLICABLE TARIFFS- GOVERNS AND MAY LIMIT THE LIABILITY OF THE CARRIER. CHECK WITH YOUR CARRIER FOR MORE INFORMATION.

THE CARRIAGE OF CERTAIN HAZARDOUS MATERIALS- LIKE AEROSOLS- FIREWORKS- AND FLAMMABLE LIQUIDS- ABOARD THE AIRCRAFT IS FORBIDDEN. IF YOU DO NOT UNDERSTAND THESE RESTRICTIONS- FURTHER INFORMATION MAY BE OBTAINED FROM YOUR AIRLINE.

CR FLT DATE FROM TO DEP ST CL BG NVB NVA

AC 8057 26SEP VANCOUVER VICTORIA BC 820A OK V 1PC 26SEP 26SEP

OPERATED BY AIR CANADA EXPRESS -

RLOC: AC -

MYTRIPANDMORE.COM/BAGGAGEDETAILSAC.BAGG

From: Landry, Joelle
Sent: September 23, 2016 4:36 PM
To: Grenier, Anne
Subject: FW: 26SEP J Wilson Raybould Victoria to Vancouver

Joëlle Landry
992-8474
EMB 4032

-----Original Message-----
From: McCord Travel Management [mailto: @mccordtravel.ca]
Sent: 2016-Sep-23 4:33 PM
To: @justice.gc.ca>; Landry, Joelle <Joelle.Landry@justice.gc.ca>
Subject: 26SEP J Wilson Raybould Victoria to Vancouver

MCCORD TRAVEL MANAGEMENT DATE : 23 SEP 2016
130 ALBERT ST. SUITE 2000 AGENT
OTTAWA ON K1P 5G4 FILE : P7M8LC
TEL 613-755-6000 CLIENT : 0713
FAX 613-755-6006 INVOICE: ITIN

DNM*ACCOUNTS RECEIVABLE WILSONRAYBOULD/JODY MS
HON JODY WILSON RAYBOULD
MINISTER OF JUSTICE
284 WELLINGTON ST- EMB 4TH FLR
OTTAWA ON K1A 0H8

--ITINERARY--

FROM	TO	CARRIER	FLT/CL	DATE	DEP	ARR	ST
VICTORIA BC	VANCOUVER	AIR CANADA	8076 V	26 SEP 16	1800	1825	OK

ARRIVES TERMINAL -MAIN/CENTRAL
NONSTOP FLYING TIME- :25
EQUIPMENT-DH3 OPERATED BY-AIR CANADA EXPRESS
FREQUENT FLYER - SEAT- 2C
AISLE SEAT
FLEX FARE
CHECK IN CUT OFF 45MINUTES PRIOR

** AIR CANADA FILE LOCATOR QM85NA
**** FLEX FARE RULES ****
******* NON REFUNDABLE *******
NON REFUNDABLE/CHANGES SUBJECT TO $75.00 PENALTY PLUS
ANY APPLICABLE DIFFERENCE IN FARE

PASSENGERS ON A JOURNEY INVOLVING AN ULTIMATE DESTINATION OR A STOP IN A COUNTRY OTHER THAN THE COUNTRY OF DEPARTURE ARE ADVISED THAT INTERNATIONAL TREATIES KNOWN AS THE MONTREAL CONVENTION- OR ITS PREDECESSOR- THE WARSAW CONVENTION- INCLUDING ITS AMENDMENTS (THE WARSAW CONVENTION SYSTEM)- MAY APPLY TO THE ENTIRE JOURNEY- INCLUDING ANY PORTION THEREOF WITHIN A COUNTRY. FOR SUCH PASSENGERS- THE APPLICABLE TREATY- INCLUDING SPECIAL CONTRACTS OF CARRIAGE EMBODIED IN ANY APPLICABLE TARIFFS- GOVERNS AND MAY LIMIT THE LIABILITY OF THE CARRIER. CHECK WITH YOUR CARRIER FOR MORE INFORMATION.

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CR	FLT	DATE	FROM	TO	DEP	ST	CL	BG	NVB	NVA
AC	8076	26SEP	VICTORIA BC	VANCOUVER	600P	OK	V	1PC	26SEP	26SEP

OPERATED BY AIR CANADA EXPRESS -

RLOC: AC -

MYTRIPANDMORE.COM/BAGGAGEDETAILSAC.BAGG